United Nations A/55/443

General Assembly

Distr.: General
3 October 2000

Original: English

Fifty-fifth session
Agenda item 134
Financing of the United Nations Transitional Administration in East Timor

Financing of the United Nations Transitional Administration in East Timor

Report of the Secretary-General

Summary

The present report contains the proposed budget for the 12-month period from 1 July 2000 to 30 June 2001 for the maintenance of the United Nations Transitional Administration in East Timor and supersedes the budget submission contained in document A/54/769/Add.1. The current proposed budget amounts to $592,306,800 gross ($574,466,400 net).

Of the total budget, some 35 per cent of resources relate to civilian personnel costs. Operational requirements account for 22 per cent of the budget, military personnel costs reflect 39 per cent, and staff assessment comprises 3 per cent of the total. Less than 1 per cent of the total resources are related to other programmes.

The action to be taken by the General Assembly is set out in paragraph 9 of the present report.

00-67278 (E) 091100

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I. Overview

1. By its resolution 1272 (1999) of 25 October 1999, the Security Council established the United Nations Transitional Administration in East Timor (UNTAET) for an initial period until 31 January 2001.

2. In paragraph 18 of its resolution 1272 (1999), the Security Council requested the Secretary-General to keep it closely informed regarding possible future reductions in the size of the military component of UNTAET if the security situation in East Timor improves. In his report to the Council dated 26 January 2000 (S/2000/53, para. 28), the Secretary-General indicated that a comprehensive review would be conducted within the following six months to reassess the requirements of UNTAET and that he would recommend any adjustments that might be needed.

3. The original budget submission for the maintenance of UNTAET for the period from 1 July 2000 to 30 June 2001 (see A/54/769/Add.1) amounted to $584,138,100 gross ($567,377,100 net). That budget was prepared on the basis of the same operational concept, proposed organizational structure, budgetary assumptions for staff and non-staff resources and costing parameters used in the preparation of the first budget for the period from 1 December 1999 to 30 June 2000 (A/54/769).

4. On the basis of the observations and recommendations of the Advisory Committee on Administrative and Budgetary Questions (A/54/875) and pending the re-submission of a new budget report for the 2000/01 period, the General Assembly, in its resolution 54/246 C of 15 June 2000, authorized the Secretary-General to enter into commitments in an amount not exceeding $292,069,000 gross ($283,688,500 net) for the period from 1 July to 31 December 2000, with assessment of $200 million. In this connection, it is noted that the Advisory Committee also recommended that funding be granted without prejudice to any recommendations that it might make to the Assembly during the regular part of its fifty-fifth session and any decision that the Assembly might take thereon with regard to budgetary and administrative matters, including posts.

5. In his report to the Security Council on UNTAET for the period from 27 January to 26 July 2000 (S/2000/738), the Secretary-General informed the Council of developments in the political, military, economic and social situation in East Timor. He also apprised the Council of the reorganization of UNTAET to resemble more closely the future government and to increase the direct participation of the Timorese, who would thus assume a greater share of the political responsibility. In addition, in the light of the fact that the security situation remained stable and the improved capacity of the civilian police, the Secretary-General informed the Council of his intention to reduce the military component in the eastern sector from 1,850 to a battalion-size force of 500 personnel by the end of January 2001. The Council, in its presidential statement of 3 August 2000 (S/PRST/2000/26), welcomed the report of the Secretary-General and took note of his proposal to reduce the military component of UNTAET.

6. Subsequently, at the 4191st meeting of the Security Council, on 29 August 2000, the representative of the Secretary-General informed the Security Council that the planned reduction of the military component of UNTAET would be delayed in the light of the recent deterioration in the security situation in the mission area.

7. The present report contains the proposed budget for the maintenance of UNTAET for the 12-month period from 1 July 2000 to 30 June 2001, which supersedes the previous budget (see A/54/769/Add.1). The current proposed budget amounts to $592,306,800 gross ($574,466,400 net). The budget reflects the results of the comprehensive review of UNTAET and provides for requirements for the reorganization of UNTAET and current operational needs.

8. Estimated requirements for the period from 1 July 2000 to 30 June 2001 represent a 69.2 per cent increase ($242,306,800) in total resources (gross) in relation to the seven-month apportionment for the period from 1 December 1999, when UNTAET was established, to 30 June 2000. The proposed increase reflects a 131.0 per cent increase in military personnel costs, a 145.9 per cent increase in civilian personnel costs, a 285.3 per cent increase in other programmes and a 100.1 per cent increase in staff assessment. This increase is offset in part by a 15.9 per cent decrease in operational costs.

Table 1
Financial resources
(Thousands of United States dollars)

Category of expenditure	*1998/99 expenditures*[a]	*1999/00 apportionment*	*2000/01 cost estimates*[b]	*Proposed increase/(decrease) over 1999/00*	
				Amount	*Percentage*
Military personnel	-	99 981.4	230 940.5	130 959.1	131.0
Civilian personnel	-	85 365.9	209 911.4	124 545.5	145.9
Operational requirements	-	154 853.8	130 211.5	(24 642.3)	(15.9)
Other programmes	-	883.2	3 403.0	2 519.8	285.3
Staff assessment	-	8 915.7	17 840.4	8 924.7	100.1
Gross requirements[c]	**-**	**350 000.0**	**592 306.8**	**242 306.8**	**69.2**
Voluntary contributions	-	-	-	-	-
Total	**-**	**350 000.0**	**592 306.8**	**242 306.8**	**69.2**

[a] Not applicable.
[b] Information on the distribution of resources by standard and mission-specific costs is contained in annex II.B.
[c] No provisions were required for the support account for peacekeeping operations or the United Nations Logistics Base at Brindisi.

Table 2
Human resources

Military and civilian staff resources	*1998/99*[a]	*1999/00*[b]	*2000/01*[b]	*Increase/(decrease) over 1999/00*
Military observers	-	200	200	-
Military contingents	-	8 950	8 950	-
Civilian police	-	1 350	1 350	-
Civilian police (formed units)	-	290	290	-
International staff	-	1 185	1 185	-
National officers	-	13	13	-
Local staff	-	1 892	1 892	-
United Nations Volunteers	-	486	486	-

[a] Not applicable.
[b] Represents highest level of authorized strength.

9. **The action to be taken by the General Assembly is as follows:**

(a) **Appropriation of the amount of $592,306,800 gross ($574,466,400 net) for the maintenance of the Transitional Administration for the 12-month period from 1 July 2000 to 30 June 2001, inclusive of the amount of $292,069,000 gross ($283,688,500 net) for the period from 1 July to 31 December 2000 authorized under the terms of General Assembly resolution 54/246 C;**

(b) **Assessment of the amount of $392,306,800 gross ($380,205,100 net), taking into account the amount of $200 million gross ($194,261,300 net) already assessed under the terms of resolution 54/246 C, at a monthly rate of $32,692,235 gross ($31,683,760 net).**

II. Political mandate of the mission

(Security Council resolution 1272 (1999))

10. UNTAET, which was established by the Security Council on 25 October 1999, was endowed with the overall responsibility for the administration of East Timor and empowered to exercise all legislative and executive authority, including the administration of justice.

III. Operational plan and requirements

11. The operational requirements of the Transitional Administration were set out in the reports of the Secretary-General to the Security Council dated 4 October 1999 (S/1999/1024), 26 January 2000 (S/2000/53) and 26 July 2000 (S/2000/738).

12. As an integrated, multidimensional operation, UNTAET is fully responsible for the administration of East Timor, including the administration of justice during its

transition to independence, in accordance with the outcome of the popular consultations.

13. The headquarters of UNTAET is located in Dili. The mission is also deployed in 13 districts and 65 subdistricts. UNTAET maintains a liaison office in Jakarta and one in Kupang, West Timor. An administrative/logistics rear base is also maintained in Darwin, Australia.

14. The 15-member National Consultative Council, which was established in December 1999, played a crucial role as the primary mechanism through which the East Timorese participated in the decision-making process of UNTAET. However, it became apparent over time that its membership needed to be expanded to facilitate broader participation in policy-making. In this connection, the National Council was established on 14 July 2000 to replace the National Consultative Council. It will have 33 members, all Timorese, appointed by the Transitional Administrator.

15. As a consequence of the comprehensive review of UNTAET, the structure of the Transitional Administration was reorganized to resemble more closely the future government and to increase the direct participation of the Timorese to enable them to assume a greater share of the political responsibility. Eight portfolios were established: internal administration, infrastructure, economic affairs, social affairs, finance, justice, police and emergency services and political, constitutional and electoral affairs. The first four portfolios have been entrusted to East Timorese, who were sworn in on 15 and 17 July 2000, while the remaining four portfolios have been assigned to senior UNTAET staff. The eight officials from each of the portfolios form a Cabinet chaired by the Special Representative of the Secretary-General. The Cabinet will be responsible for formulating policies and recommending regulations and directives for consideration by the National Council. The Special Representative of the Secretary-General will retain full responsibility as Transitional Administrator in accordance with Security Council resolution 1272 (1999). The UNTAET organization charts are presented in annex IV to the present report.

16. As at 31 August 2000, the military component comprised 7,796 troops and 146 military observers. In planning the mission's military component last year, the objective was to create a sufficiently robust force that could adequately meet challenges after the transition from the International Force in East Timor (INTERFET). It had been envisaged that the strength of the force would be reduced if the situation in the mission area remained stable. However, in view of the deterioration in the security situation in the mission area, the planned reduction of military personnel has been delayed.

17. The military observers provided a United Nations presence in the districts before the military and civilian police components were fully deployed. Their strength will be reduced to 150, and a further reduction is being considered. They continue to carry out important liaison functions, especially with the Indonesian armed forces and the troops of the Armed Forces for the National Liberation of East Timor (FALINTIL).

18. Since January 2000, the number of civilian police rose from 400 to 1,342 as at 31 August 2000, including two rapid-reaction units totalling 240 personnel. The deployment of a 50-person marine police unit is scheduled for January 2001. Civilian police are deployed in all 13 districts in the mission area and follow a

community-based approach to policing, participating in local problem-solving meetings. The civilian police continue to maintain law and order and assist in the development of a credible, professional and impartial East Timorese police service.

19. It is currently projected that elections will be held in the third quarter of 2001. Related requirements include the deployment of additional international staff and United Nations Volunteers to support the preparatory work on the electoral process, as well as election-related supplies and contractual services.

IV. Contributions made under the status-of-mission agreement

20. Since the establishment of UNTAET was authorized under Chapter VII of the Charter of the United Nations, an agreement between the United Nations and the Government of Indonesia on the status of UNTAET in East Timor is not required.

V. Voluntary contributions and trust funds

Voluntary contributions

(United States dollars)

		Value	
Government/organization	*Contribution*	*1 July 1999 to 30 June 2000*	*1 July 2000 to 30 June 2001*
Government of the Northern Territory, Australia	Office premises in Darwin	35 000	60 000
Australia	Medical team of 10 personnel to conduct an epidemiological study of villages[a]		
United Kingdom	Construction materials and related supplies and miscellaneous supplies	1 000 000	

[a] Value to be determined.

Trust funds

(Thousands of United States dollars)

	Estimated		
	Receipts	*Expenditures*[a]	*Pledged*
Trust fund for UNTAET			
Cash contributions			
1 July 1999 to 30 June 2000	39 578.2	5 891.8	-
1 July 2000 to 30 June 2001	895.1	1 516.2	-
Contributions in kind			
1 July 1999 to 30 June 2000	699.4[b]		-
1 July 2000 to 30 June 2001	-		-
Subtotal	**41 172.7**	**7 408.0**	-
Trust fund for the multinational force			
Cash contributions			
1 July 1999 to 30 June 2000	105 681.1	-	-
1 July 2000 to 30 June 2001	-	-	-
Contributions in kind			
1 July 1999 to 30 June 2000	-		-
1 July 2000 to 30 June 2001	-		-
Subtotal	**105 681.1**	-	
Total	**146 853.8**	**7 408.0**	-

[a] As at 31 August 2000.

[b] Relates to the voluntary contribution by the Government of Australia for the provision of technical assistance to the Central Fiscal Authority of East Timor.

VI. Status of reimbursement to troop-contributing and formed police unit-contributing Governments

Current troop contributors and formed police unit contributors

21. The phased transition of contingent personnel from the multinational force, INTERFET, to UNTAET was completed in February 2000. The current troop contributors are Australia, Bangladesh, Brazil, Canada, Chile, Denmark, Egypt, Fiji, France, Ireland, Italy, Jordan, Kenya, Malaysia, Mozambique, Nepal, New Zealand, Norway, Pakistan, Peru, the Philippines, Portugal, the Republic of Korea, Singapore and Thailand.

22. Two rapid reaction police units have been provided by the Governments of Jordan and Portugal. Negotiations are currently under way to identify a formed police unit-contributing Government to provide the 50-person marine police unit.

Status of reimbursement

23. Full reimbursement of troop and formed police unit costs has been made for the period ending 31 March 2000.

24. Amounts owed to troop-contributing and formed police unit-contributing countries for the period to August 2000 total $45.1 million.

VII. Contingent-owned equipment and self-sustainment

A. Method of reimbursement

25. To date, memoranda of understanding have been signed by the United Nations with the Governments of Canada, Chile, Ireland, Jordan, Kenya, Malaysia and Portugal on the basis of wet-lease arrangements and self-sustainment rates endorsed by the General Assembly in its resolution 50/222 of 11 April 1996.

26. A memorandum of understanding has been signed by the United Nations and the Government of Portugal for the deployment of its rapid-reaction police unit. Negotiations are under way for the signature of memoranda of understanding with formed police unit-contributing Governments for the deployment of two other formed police units.

B. Requirements

1. Major equipment

27. Requirements for reimbursement to troop-contributing Governments for major equipment are estimated at $34,519,400. Requirements for reimbursement to formed police unit-contributing Governments for major equipment are estimated at $848,500.

2. Self-sustainment

28. Requirements for reimbursement to troop-contributing and formed police unit-contributing Governments for self-sustainment are included in the cost estimates for the period from 1 July 2000 to 30 June 2001 and are estimated at $36,994,500, as follows:

Self-sustainment

(Thousands of United States dollars)

Category	*Troop-contributing Governments*	*Formed police unit-contributing Governments*	*Total*
Catering	2 456.0	74.2	2 530.2
Communications VHF/UHF-FM	3 938.4	133.6	4 072.0
Telephone	879.5	-	879.5
HF communications	1 655.4	-	1 655.4
Office equipment	1 996.5	62.4	2 058.9
Electrical	2 351.3	36.7	2 388.0
Minor engineering	1 312.5	57.3	1 369.8
Explosive ordnance disposal	108.3	20.6	128.9
Laundry and cleaning	2 123.7	62.4	2 186.1
Tentage	1 299.3	58.8	1 358.1
Accommodation	799.7	-	799.7
Medical services — basic	193.5	5.9	199.4
Medical services — level I	784.0	47.7	831.7
Medical services — level II	527.2	-	527.2
Dental — basic	230.2	-	230.2
Dental — level I	784.9	-	784.9
Dental — level II	2 309.7	-	2 309.7
Dental — level III	3 303.2	-	3 303.2
Epidemiological high-risk area	207.4	-	207.4
General observation	85.0	2.9	87.9
Night observation	1 834.6	34.2	1 868.8
Positioning	351.6	14.7	366.3
Field defence stores	2 924.9	88.9	3 013.8
Bedding	1 319.6	41.1	1 360.7
Furniture	1 923.8	61.4	1 985.2
Welfare	476.8	14.7	491.5
Total	**36 177.0**	**817.5**	**36 994.5**

3. Mission factors

29. Mission factors intended to compensate troop-contributing and formed police unit-contributing countries for extreme operational conditions in the mission area apply to the monthly reimbursable rates, as indicated in the table below.

Mission factors	*Percentage*
Extreme environmental conditions	1.0
Intensified operational conditions	1.0
Hostile action/forced abandonment	1.0
Incremental transportation (range)	1.0-5.5

VIII. Staffing requirements

A. Changes in staffing requirements

	Number of posts		
	Current staffing	*Proposed staffing requirements*[a]	*Net change*
International staff			
Under-Secretary-General	1	1	-
Assistant Secretary-General	4	4	-
D-2	12	9	(3)
D-1	32	29	(3)
P-5	87	97	10
P-4	159	178	19
P-3	270	283	13
P-2/P-1	37	55	18
Subtotal	**602**	**656**	**54**
General Service (Principal level)	21	20	(1)
General Service (Other level)	127	175	48
Subtotal	**148**	**195**	**47**
Field Service	435	364	(71)
Security Service	-	-	-
Subtotal	**435**	**364**	**(71)**
Total, international staff	**1 185**	**1 215**	**30**
Local staff	1 892	2 026	134
National officers	13	19	6
United Nations Volunteers	486	820	334
Subtotal	**2 391**	**2 865**	**474**
Total	**3 576**	**4 080**	**504**

[a] Includes posts in the Office for Humanitarian Assistance and Emergency Rehabilitation, which is to be phased out by 31 December 2000. Includes 26 international staff and 328 United Nations Volunteers to be deployed in various stages for the period from 1 September 2000 to 30 June 2001.

30. As a result of the reorganization of UNTAET, the proposed staffing requirements are provided in the following offices: the Office of the Special Representative of the Secretary-General and Transitional Administrator, the East Timor Transitional Administration (formerly Office of the Deputy Special Representative of the Secretary-General for Governance and Public Administration), the Office of the Deputy Special Representative of the Secretary-General for Humanitarian Assistance and Emergency Rehabilitation, the Office of the Force

Commander and the Division of Administration. The eight portfolios of the future government of East Timor are reflected in the East Timor Transitional Administration.

31. The proposed staffing table provides for an additional 38 posts for the Office of the Special Representative of the Secretary-General and Transitional Administrator and an additional 487 posts for the East Timor Transitional Administration. A reduction of 11 posts is proposed for the Office of the Deputy Special Representative of the Secretary-General for Humanitarian Assistance and Emergency Rehabilitation. No change is proposed for the staffing of the Office of the Force Commander. An overall net reduction of 10 posts is proposed for the Division of Administration.

32. The Office of the Deputy Special Representative of the Secretary-General for Humanitarian Assistance and Emergency Rehabilitation will be phased out by 31 December 2000, as its activities will have been largely completed by then. Residual functions will be carried out by United Nations specialized agencies or by the Department of Police and Emergency Services of the East Timor Transitional Administration. Consequently, seven international and five local posts will be eliminated as from 1 January 2001.

Office of the Special Representative of the Secretary-General and Transitional Administrator

33. The Office of the Special Representative of the Secretary-General has undergone significant changes in its staffing requirements. The Joint Operations Centre was not established as originally envisaged, resulting in the elimination of six posts. Four posts were transferred as a result of the absorption of the Resource Mobilization Unit into the National Planning and Development Agency of the East Timor Transitional Administration. The Office of Political, Constitutional and Electoral Affairs has been subsumed under the Department of Political Affairs in the East Timor Transitional Administration, resulting in the transfer of 26 posts. The organization chart for the Office is set out in annex IV.A to the present report.

34. Two political officer posts planned for the Darwin Liaison Office and the United Nations Information Centre in Lisbon have been eliminated. The Darwin Liaison Office has been renamed the administrative/logistics rear base.

35. In the light of the observations of the Advisory Committee on the reduction of senior-level posts, two D-1 and five P-5 posts have been abolished. The senior posts that have been retained are the Special Representative of the Secretary-General and Transitional Administrator (Under-Secretary-General), the Chief of Staff to the Special Representative (Assistant Secretary-General), the Principal Legal Adviser (D-2) and the Director of the Jakarta Liaison Office (D-2). Two D-2 posts, two D-1 posts and three P-5 posts were transferred to the East Timor Transitional Administration.

36. The proposed staffing levels for the Office of Communications and Public Information and the Office of Human Rights Affairs have been significantly augmented, as it has become evident that the required staffing levels had been underestimated. These offices are expected to contribute to capacity-building and the provision of on-the-job training to the local population.

37. The Office of the Special Representative for the Secretary-General will directly support the Special Representative of the Secretary-General, who is also the Transitional Administrator of the East Timor Transitional Administration, in exercising the executive and legislative functions of UNTAET in the consultative process with the people of East Timor, and in performing the representational functions vis-à-vis international organizations and Governments. The Office will also support the work of the Special Representative in the management and coordination of all components within UNTAET. The Office will maintain close links with the East Timor Transitional Administration to enable the Special Representative of the Secretary-General to fulfil his responsibilities as Transitional Administrator.

38. The Deputy Special Representative of the Secretary-General, formerly in charge of governance and public administration, is now the Deputy Transitional Administrator. The Deputy Transitional Administrator will continue to handle tasks on behalf of the Special Representative. For purposes of this exercise, the post of the Deputy Special Representative is reflected in the narrative on the Office of the Deputy Transitional Administrator. The Special Representative of the Secretary-General will also be assisted by the Force Commander, the Ombudsperson and advisers specializing in the areas of human rights, legal affairs, humanitarian affairs, political affairs, public information, internal audit and administration.

39. The Special Representative of the Secretary-General will be assisted by a Chief of Staff in carrying out the functions of the Office described above. The Chief of Staff will coordinate all activities on behalf of the Special Representative on the overall operation of the mission and provide direction to the peacekeeping force, humanitarian activities and the political unit. The Chief of Staff will also assist the Special Representative in external contacts with countries in the region, especially Indonesia, as well as regional organizations, including the Association of South-East Asian Nations. The Chief of Staff will direct the activities of the UNTAET liaison offices in Jakarta and Kupang. The Chief of Staff will also handle all matters relating to the reconciliation and return of refugees from West Timor and elsewhere to East Timor.

40. The Office of the Special Representative includes a Special Assistant to the Special Representative (P-5), a Special Assistant to the Chief of Staff (P-5), a Chief of Protocol (P-5) and four assistants (two P-4 and two P-3), previously referred to as administrative officers, to assist the Special Representative and the Chief of Staff in the day-to-day running of the office, including the provision of policy advice, liaison and follow-up with relevant offices within and outside UNTAET as well as the East Timor Transitional Administration, draft reports, speeches, memoranda and other correspondence. An interpreter/translator (P-3) will assist the Special Representative and the Office in their language requirements. The Office will be supported by a Personal Assistant to the Special Representative (General Service, Principal level), two secretaries (General Service, Other level), two language assistants (Local level) and two clerical assistants (Local level).

41. The overall net reduction of 15 posts in the Office reflects the elimination of 2 administrative officer posts (one P-4 and one P-3) and 14 support staff posts (5 General Service, Other level, 3 Field Service and 6 Local level) and an increase of 1 post (General Service, Principal level).

42. **The Office of the Ombudsperson** will monitor the fairness of the mission's implementation of its public administration and governance mandate and address the complaints by the local population regarding UNTAET and its activities. The Ombudsperson (D-1) will be responsible for addressing complaints regarding the practices of UNTAET and/or its officials with a view to ensuring that UNTAET implements its mandate in accordance with legislation and regulations as well as accepted standards. The Ombudsperson will have the authority to inquire into UNTAET activities in all sectors and will conduct inquiries and interviews, follow up on individual cases, prepare investigative reports, provide legal advice and provide recommendations for remedial action. An ombudsperson officer (P-3) will assist the Ombudsperson on the above-mentioned tasks and support the conduct and management of cases, inquiries and interviews. An administrative assistant (General Service, Other level) and two language/clerical assistants (Local level) will support the Office.

43. The restructuring of the Office reflects the elimination of five posts, consisting of one post for Deputy Ombudsperson (P-5), one post for ombudsperson officer (P-3) and three support staff (one General Service, Other level, and two Local level).

44. **The Office of the Principal Legal Adviser** was formerly called the Office of Legal Affairs. The proposed staffing for the Office reflects a decrease of three senior posts, namely, one post (D-1) from the former Regulations Division and two posts (one P-5 and one P-4) allocated to the Principal Legal Adviser.

45. The Office will be responsible for providing legal services necessary for the implementation of the UNTAET mandate, including: (a) the provision of legal advice to the Special Representative and UNTAET; (b) the provision of legal advice as Legal Counsel to the recently established Cabinet of the Transitional Government, including the legal scrutiny of legislative and executive action of the Cabinet and its members; (c) the preparation of UNTAET regulations and all other legal instruments on the basis of guidelines established by the relevant UNTAET agencies for discussion by the Cabinet and the National Council; (d) the review and reform of existing laws and regulations; (e) the publication of all legislative instruments in the *Official Gazette* of East Timor; (f) the provision of legal advice in relation to the development of a constitution for East Timor, in close collaboration with the Department of Political, Constitutional and Electoral Affairs, and to the development of democratic processes and conflict-resolution mechanisms; (g) the development of legal policies and advice on all legal aspects of the mission, including its participation in the various committees and boards of inquiry; (h) legal scrutiny of contracts and legal advice on issues regarding privileges and immunities; and (i) the provision of legal advice regarding peacekeeping operations in East Timor.

46. In addition, the Office will assign nine legal officers (United Nations Volunteers) in the districts of East Timor, who will be responsible for: (a) assisting the district administrators in implementing the UNTAET mandate in the districts; (b) distributing all legal material in the districts, including the *Official Gazette*; (c) informing the district population about UNTAET legal initiatives; and (d) dealing with day-to-day legal problems in the districts. The legal officers will also assist in reconciliation meetings and other local dispute-resolution mechanisms and will report directly to the Principal Legal Adviser in order to address issues

requiring legal attention and to ensure that legal advice given by the legal officers is consistent with the directions of the Office.

47. The functions of the Office are completely distinct from the functions of the Department of Justice, which is the body in the Transitional Administration charged primarily with the development and administration of judicial institutions in East Timor, including the courts, the Land and Property Commission, the Public Prosecutor Service and detention facilities.

48. As head of the Office, the Principal Legal Adviser (D-2), supported by the Deputy Principal Legal Adviser (D-1), will report directly to the Special Representative and will be responsible for accomplishing the tasks set out above. Moreover, the Principal Legal Adviser will establish the mechanisms for cooperation in the legal field with the East Timorese and will represent UNTAET in all discussions that have legal implications.

49. The Office will comprise three divisions, which will be responsible for legal policy and law reform, the preparation of regulations and other legal instruments and the provision of legal advice on general and administrative matters.

50. The Legal Policy and Law Reform Division (formerly called the Legislative Reform Division) will prepare advice on all legal questions arising from and guiding the process of review and reform of existing UNTAET regulations, directives and other legislative instruments. The Division assists the Principal Legal Adviser in coordinating the work of the Office with the Justice Department, the Office of Human Rights, the Cabinet and the National Council of the Transitional Administration. The Division will be headed by the Deputy Principal Legal Adviser, with support from four legal officers (one P-5, one P-4 and two P-3).

51. The Legislative Division (formerly called the Legislative Reform Division) will be responsible for preparing UNTAET regulations, directives and other legislative instruments in the exercise of the legislative authority of UNTAET, including research into precedents and legislation in other jurisdictions. The Division will be headed by a senior legal officer (P-5) and will cooperate closely with the Legal Policy and Law Reform Division and the Department of Political, Constitutional and Electoral Affairs, the UNTAET agencies responsible for the substantive areas being legislated and the international agencies and organizations providing specialist advice and drafters in certain fields. Five legal officers (one P-4 and four P-3) will assist the senior legal officer in the aforementioned tasks.

52. The General Legal Division (formerly called the Administrative Matters Division) will be responsible for assisting the Principal Legal Adviser in providing legal advice to the Office of the Special Representative, the Transitional Administration and the UNTAET administration in matters relating to the management of contracts, procurement, boards of inquiry, disciplinary measures, diplomatic privileges and immunities and other technical matters. The Division will also provide advice on issues involving peacekeeping forces and civilian police and on technical matters to the Legal Policy and Law Reform Division and to the Legislative Division. The Division will be headed by a senior legal officer (P-5), with support from three legal officers (one P-4 and two P-3).

53. For local training and capacity-building purposes, the Office will employ four lawyers (National Officers) who will join one of the three divisions of the Office.

54. Three international administrative assistants (General Service, Other level) will assist the Office as follows: (a) one assistant will be responsible for the preparation and distribution of the *Official Gazette* of East Timor and other legal publications and their translation into the relevant languages; (b) one assistant will be responsible for gathering, filing and processing all legal material from the different districts and liaising with the legal officers in the districts; and (c) one assistant will serve as a secretary to the Principal Legal Adviser.

55. In view of the fact that the regulations and other legislative texts need to be translated into Portuguese, Malay and Tetun, the Office will require five translators (P-3), of which two will handle Portuguese/English translation, one will handle Tetun/English translation and two will handle Malay/English translation. There is also an urgent need to employ translators and interpreters specializing in legal terminology.

56. **The Office of Human Rights Affairs** will ensure that the population is educated in basic human rights principles in the short period before the elections and that those principles are included within the framework of the new Government at all levels. In addition, the return of 80,000 to 100,000 refugees still in West Timor depends largely on the success of the reconciliation programme, including facilitating progress towards a national truth and reconciliation commission and the formation of a national human rights body.

57. In addition to the above, the Office will provide advice to the Special Representative on the protection and promotion of human rights, assist in the process of ensuring accountability for past human rights violations, monitor human rights developments, strengthen local capacity for the protection of such rights and coordinate and support UNTAET activities in the field of human rights. The Office will establish policy and design implementation programmes for all aspects of the mission's human rights work.

58. At the time of the establishment of UNTAET, the human rights focus was on initiating the investigation of human rights abuses. Since that time, the situation has changed significantly. A serious crimes judicial panel and prosecution unit have been set up, connected to the Serious Crimes Investigation Unit. In addition, more than 160,000 refugees have returned to East Timor from West Timor, giving rise to a wide range of human rights challenges, such as abuses of returnees suspected of involvement in last year's violence and monitoring and investigation of a large number of cases of sexual assault against women. In addition, it has become apparent that the fate of the remaining refugees in West Timor rests on the success of plans for developing a successful reconciliation strategy and design and implementation of a structure that will allow those who were involved in last year's violence to be accepted back into their communities. The adoption by UNTAET of the Timorese capacity-building strategy and the early development of government structures has meant that there is a need for urgent policy and legislative input in all areas of government. In addition, it is essential that a national human rights strategy and a national human rights body be developed in close consultation with all levels of Timorese society. A reorganization of the Office was undertaken in order to attain these goals.

59. The Office will be headed by a Human Rights Adviser (D-1) who will be responsible for the above tasks and for providing advice on all these issues directly to the Special Representative. The Human Rights Adviser will be supported by a

Deputy Human Rights Adviser (P-5) who will assist in the development of policy and the coordination of all human rights issues. A senior legal adviser (P-5) will provide advice on human rights aspects of legal matters in the mission, ensuring that international obligations are adhered to, including monitoring and advising on proposed regulations, international agreements and major policy areas. The senior legal adviser will be supported by a human rights/legal officer (P-4), whose role will be to monitor the formation and conduct of the judicial system and the day-to-day running of the courts, trials and prisons. A human rights officer (P-4), who is experienced and qualified to provide advice on the formation of a national truth and reconciliation commission, will deal with the major issue of reconciliation in East Timor and the return of the refugees.

60. A human rights field coordinator (P-5) will monitor and coordinate the activities of district human rights officers and provide input on regional human rights issues. The coordinator will coordinate the collection and processing of information on human rights issues and provide advice to the district officers on thematic issues. The coordinator will provide a reporting mechanism whereby information related to human rights issues in the regions will be made available to all UNTAET departments. Fourteen human rights officers (four P-4 and ten P-3) — one for each region and two for Dili — will monitor the human rights situation in the field, including the progress of reconciliation, violence against returnees, abuses by United Nations personnel, training of the local populations in human rights issues and human rights principles of democracy, collection of information on past and current human rights abuses and training and building of the capacity of local human rights institutions. Four human rights officers will be assigned in the regions that present the most challenging and difficult human rights problems, such as the border regions, which are susceptible to militia attacks and refugee problems.

61. Specialist human rights officers will monitor abuses and provide policy inputs on legislation, on the formation and running of institutions and on particular human rights issues to the mission and other stakeholders. A human rights officer for minority and children's rights and gender issues (P-3) will be responsible for monitoring abuses of religious, ethnic and other minorities and facilitating solutions and integration. The officer will monitor and provide advice on such issues as the formation of a system of juvenile justice, the imprisonment of minors and the rights of children under international law. The officer will ensure a focus on gender issues in all policy and legislative output of the unit, in addition to monitoring current human rights abuses of women, assisting in the investigation of serious abuses of the rights of women during the conflict and providing a link between the Office of Human Rights and local women's organizations. A human rights officer for non-governmental organizations and social, economic and cultural rights (P-3) will be responsible for coordination with non-governmental organizations, both local and international, and other bodies involved in human rights work for the provision of advice and the monitoring of the obligations of the mission in the areas of social, economic and cultural rights. The officer will also assist in founding government institutions based on a wide spectrum of rights. A human rights officer for education and information (P-3) will provide input to schools, the police force, the training of UNTAET staff and the formulation of human rights training programmes. The officer will also be responsible for compiling all information relating to human rights issues, maintaining the flow of important human rights information within the mission, establishing a human rights library, providing assistance in the production

of material for training and education and monitoring the development of local mechanisms relating to the right to free speech and access to information.

62. Four United Nations Volunteers will work as researchers on various human rights issues, including recent international law decisions, models of institutions from other countries and human rights legal issues relating to the new Government and the mission. One Volunteer will assist in maintaining a database of prisons and court appearances to monitor the new judicial mechanisms. Two Volunteers will assist in workshops, training, visits and special research projects, including crimes against children during the violence of September 1999 and attacks on various religious groups.

63. One field service officer will provide logistical support to the Office and the field officers. One senior administrative assistant (General Service, Principal level) will provide support to and manage the official duties and correspondence of the head of the Office, along with one administrative assistant (General Service, Other level) who will provide support to the rest of the Office.

64. In line with the capacity-building strategy of the mission and the need for the majority of human rights officers to be in close contact with the Timorese people, 28 support staff (Local level) will be required. Fourteen of these will function as language assistants/liaison officers, providing liaison between the human rights officers and the local population with which they will work. These staff are essential because of the urgent need to adequately communicate and liaise with the local population concerning the sensitive issues of human rights abuses, including the mass killings and sexual assaults that have occurred. Similarly, each of the eight specialist human rights officers in Dili will work with a language assistant/liaison officer who will ensure continuous liaison and provide a bridge between the international staff and the local population on sensitive human rights issues. In addition, all of these local personnel will provide a mechanism for the supply of information of human rights abuses and the educational needs of the population. Six support staff will provide administrative assistance at the Human Rights Centre in Dili.

65. One officer (National Officer) will work closely with the Chief of the Office to provide a direct link to the senior Timorese political and religious figures on human rights issues. An additional officer (National Officer) will work as the link between UNTAET and specialist groups in the broad area of reconciliation and refugee returns and provide the Timorese link in the move towards the design of a national human rights organization.

66. **The Office of Communications and Public Information** will be responsible for establishing and maintaining effective communication with the people of East Timor and disseminating information on the work of UNTAET in nation- and institution-building, restoring the rule of law and law and order, nurturing the return of civil society and doing preparatory work during the run-up to an elected government. All available media — electronic and print — are deployed for optimal information dissemination. Given the devastating aftermath of the destruction of East Timor in September 1999, the Office will need to establish its own communication facilities (print, radio and television) in order to function as the mission's communicator. To reach all sectors of the population, four languages (English, Portuguese, Malay and Tetun) in use in East Timor will be used by the Office in its broadcast and published materials. In addition, the Office will actively

participate in the rebuilding of democratic local media. The Office will also serve as the official link to all media, both international and local, and will monitor the media to ensure accurate reporting of information.

67. The Director of Communications and Public Information (D-1) will be responsible for the development and implementation of the overall UNTAET communications policy and information programmes, including press relations. The Director will be responsible for establishing a credible source of public information for East Timor, mainly via broadcast and print media, to support the role of UNTAET as the administrative authority for East Timor and its evolution into a transitional authority whereby East Timorese will share the responsibility of administration. With the election tentatively scheduled for the third quarter of 2001, the Office will need to build up its capacity to ensure optimal information dissemination throughout the 13 districts in East Timor.

68. The Media Relations Unit (formerly the Public Relations Unit) will be headed by the Spokesperson for the Special Representative (P-4), which was formerly the post for the Deputy Spokesperson, who will be supported by two public information officers (P-3). The Unit will be responsible for holding regular press briefings, arranging interviews with the Special Representative, providing guidance to both local and international journalists, cultivating cordial relations with the press and submitting daily briefing notes to Headquarters. The Unit will also be responsible for keeping the broadcast units abreast of developments in the mission area.

69. The Media Development Unit will also be headed by the Spokesperson for the Special Representative. The Unit will be responsible for conceptualizing and implementing policies and programmes to foster East Timorese media and developing a regulatory framework for the media, including the drafting of laws and standards for them. The Unit will also organize training workshops to facilitate the transfer of knowledge. Two public information officers (P-3) will be assigned to train East Timorese in a variety of media-related skills, such as publishing, printing, plant management, Web/desktop design, assisting in the establishment of a print consortium and providing support to and assisting in the establishment of an East Timor correspondents' club. International officers assigned to those posts will be required to have knowledge of the local language, eliminating the need for interpreters in their communication with members of the local media.

70. Radio UNTAET (formerly Radio Broadcasting) will be led by a head (P-5) who will be responsible for the management of the radio station, which initially aired in June 2000 for 85 hours a week and is projected to expand its broadcasting to 105 hours a week in four languages. The head will also supervise the production of programming. To eliminate duplication of work, the head will also be in charge of television programming when the two units are housed together in larger premises in October 2000. The radio station will be supported by 10 producers (7 P-3 and 3 National Officers), 1 studio manager (P-3), one studio technician (Field Service) and two field technicians/troubleshooters (Field Service).

71. TV UNTAET will be supervised by a head (P-4) who will manage the actual production of public information programming for television/video on relevant aspects of the work of UNTAET in East Timor, including the country's development plan. The Unit will also be responsible for the storage of archival material and will require three public information officers (P-3), who will be in charge of current affairs, documentaries and film editing. The Unit will not require its own technical

support staff, as it is envisaged that the technical staff for the Radio Unit will be able to support its needs.

72. The Publications Unit will be led by a head (P-4) who will be in charge of print material in support of the mission. The Unit will publish a bimonthly newspaper, *Tais Timor*, in four languages and will design and produce information and educational posters and pamphlets. The Unit will be supported by three information officers (P-3) who will write, edit, design and publish print materials.

73. The Office will retain two secretaries (General Service, Principal level) and two administrative assistants (General Service, Other level) who will work together to support more than 50 personnel. As an increase in the number of support staff is required, the Office is proposing the use of more local staff assistance rather than international General Service staff. The Office will also need 20 information officers (United Nations Volunteers) who will be assigned in district and subdistrict offices.

74. Requirements for local staff were understated in the formulation of the current staffing table. Provision was made only for modest radio, publication and television services. In addition to the 20 local posts currently authorized, the Office will require an additional 57 local staff comprising 6 production assistants, 5 media information assistants, 12 information assistants (radio/television), 20 assistant scriptwriters (radio/television), 4 technical assistants (radio/television), 6 transmitter technicians, 1 secretary, 1 administrative assistant, 1 driver and 1 messenger.

75. **The Office of the Internal Auditor** will review the mission's administrative and financial records to ensure accountability and efficient use of UNTAET resources in accordance with its mandate and with the Financial Regulations and Rules of the United Nations. A Chief Auditor (P-5) will head the Office and will be assisted by an auditor (P-4). One administrative assistant (General Service, Other level) and one clerical assistant (Local level) will support the Office. Two posts for auditors (P-3) have been eliminated.

76. **The liaison offices** will be required to facilitate the handling of many issues that UNTAET needs to address with the Government of Indonesia and to facilitate the relationship between East and West Timor. The offices will work in close cooperation and coordination with the Department of Political, Constitutional and Electoral Affairs of the East Timor Transitional Administration.

77. The Liaison Office in Jakarta will perform liaison functions in military, security, trade and humanitarian matters, and will also discharge functions that may be assigned to it directly by Headquarters. Under the supervision of the Chief of Staff of the Special Representative, the Office will conduct necessary negotiations on issues pertaining to the activities of UNTAET. The issues considered to be priorities relate to former Indonesian civil servants, currency, banking, the opening of Indonesian commercial flights to East Timor and the situation regarding East Timorese students in Indonesia. The Office will monitor and analyse policies and actions of the Government of Indonesia that could have an impact on the tasks of UNTAET, report thereupon and make recommendations to UNTAET and to Headquarters. The Office has established contacts with the Indonesian authorities on the above matters as well as on issues relating to reconciliation, alleged human rights violations and refugee return. The Office will maintain regular contacts with the diplomatic community and with intergovernmental and non-governmental institutions based in Indonesia.

78. In view of the importance of the responsibilities attached to the Office, a Director (D-2) will head the Jakarta Liaison Office. The Director will report to the Chief of Staff of the Special Representative. A political affairs officer (P-4) will facilitate political contacts and meetings, especially those of visiting UNTAET senior staff, and will provide analyses of the local and regional political situation in Indonesia. An interpreter (P-3) will provide interpretation services to the Office. An information assistant (General Service, Other level) will maintain liaison with the media, provide information to Indonesian and international media regarding UNTAET and monitor and analyse local media opinion regarding UNTAET. The Director will be supported by an administrative assistant (General Service, Other level) and a cleaner (Local level).

79. The senior political affairs officer post has been downgraded from P-5 to P-4 while the information officer post (P-3) has been downgraded to a General Service (Other level) post. Three political affairs officer posts (P-3) have been eliminated from the staffing table.

80. The Liaison Office in Kupang, West Timor, will focus on issues relating to refugee return and on encouraging close links between East and West Timor. The Office will facilitate the resolution of reconciliation-related issues and make the necessary contacts with concerned parties. The Office will maintain liaison with the local authorities and will establish contact with relevant intergovernmental and non-governmental institutions in West Timor. The Head of Office (P-4) will report to the Chief of Staff of the Special Representative. An information officer (P-3) will be required to maintain liaison with the media, provide information to Indonesian and international media regarding UNTAET humanitarian operations in West Timor and monitor and analyse local media opinion regarding UNTAET. The Office will be supported by one administrative assistant (General Service, Other level) and five local staff (one language assistant, one cleaner and three security guards).

81. Two posts for humanitarian affairs officers (one P-4 and one P-3) will be eliminated since their functions are covered by the Office for the Coordination of Humanitarian Affairs/Office of the United Nations High Commissioner for Refugees staff in Kupang.

82. The Darwin Liaison Office in Darwin, Australia, has been renamed the administrative/logistics rear base, since it deals primarily with logistical matters and does not perform a liaison function with the Australian authorities on implementation of the UNTAET mandate as initially envisaged.

83. One political affairs officer post (P-4) previously envisaged for the United Nations Information Centre in Lisbon will be eliminated, since the Office can meet the liaison needs of the Special Representative with the Portuguese authorities.

84. **The Resource Mobilization Unit** will be absorbed into the National Planning and Development Agency of the East Timor Transitional Administration and will be called the Donor Coordination Unit.

85. **The Office of Political, Constitutional and Electoral Affairs** will become the Department of Political, Constitutional and Electoral Affairs in the East Timor Transitional Administration.

86. **The Joint Operations Centre** will not be required under the Office of the Special Representative, owing to the fact that a similar centre will be set up by the military and civilian police components of UNTAET.

East Timor Transitional Administration (formerly Governance and Public Administration)

87. Since the initial formulation of the staffing requirements of UNTAET, a shift has occurred in the manner by which UNTAET will be administering the territory. In July 2000, a cabinet system of government was established, comprising eight departments and a small number of autonomous agencies, such as the Central Payments Office (future Central Bank), the National Planning and Development Agency and the Office of the Inspector General. This structure constitutes the East Timor Transitional Administration. Four of the eight departments will be headed by East Timorese, while the other four — Police and Emergency Services; Political, Constitutional and Electoral Affairs; Finance; and Justice — will be headed by international staff because of the obligation of the United Nations, under its mandate from the Security Council, to retain full responsibility in these areas until full independence is achieved. The direct participation of East Timorese in the administration was endorsed in an open meeting of the Security Council on 27 June 2000 (see S/PV.4165), as well as in its presidential statement of 3 August 2000 (S/PRST/2000/26). The Cabinet will be chaired by the Special Representative of the Secretary-General in his capacity as Transitional Administrator.

88. The National Consultative Council, an advisory body to the Transitional Administrator comprising United Nations and East Timorese officials, will be replaced in October 2000 by the National Council, an enlarged and wholly Timorese body with broader representation from civil society. The new Department of Political, Constitutional and Electoral Affairs will provide it with secretarial support. Work on the national election must commence at least six to nine months prior to the polling date, which is currently scheduled for the third quarter of 2001. This will require a considerable, albeit temporary, increase in staffing, primarily for the Department of Political, Constitutional and Electoral Affairs, during the 2000/01 financial period. Most additional staff will be United Nations Volunteers.

89. Day-to-day supervision of the administration and responsibility for the delivery of services and the achievement of relevant goals, as mandated in Security Council resolution 1272 (1999), will rest with the Deputy Transitional Administrator. The Office of the Deputy Transitional Administrator will supervise the work of a newly formed Cabinet secretariat and a Central Administrative Service. It should be noted that: (a) the Office of Political, Constitutional and Electoral Affairs (previously under the Office of the Special Representative of the Secretary-General) will be transferred to the East Timor Transitional Administration and renamed the Department of Political, Constitutional and Electoral Affairs; and (b) during the second half of 2000 the humanitarian assistance and emergency rehabilitation component of UNTAET expects to transfer most of its residual functions to the East Timor Transitional Administration. It is proposed that the Governance and Public Administration component be redesignated the East Timor Transitional Administration.

90. The proposed organization chart of the East Timor Transitional Administration is shown in annex IV.B to the present report and was developed in close consultation

with the East Timorese leadership and in agreement with the World Bank and the International Monetary Fund. It represents the basis of an appropriate, future governmental structure for a small, developing country of limited resources. It has been designed in line with sound, contemporary practices and in response to the territory's projected needs and priorities. Moreover, the structure of the East Timor Transitional Administration excludes responsibility for defence, which remains in the hands of the peacekeeping force and the Special Representative.

91. The shift in governance described above has coincided with an acceleration in the recruitment and integration of East Timorese into the civil administration at most grades and at both the national and district levels. Following approval by the National Consultative Council in June 2000 of terms and conditions for the recruitment of civil servants, including a permanent salary scale and classification system, long-term recruitment commenced in July, funded by the consolidated budget of East Timor. In total, it is expected that 9,035 public employees, including teachers and health workers, will be recruited during the period up to 30 June 2001, less than one third of the number of civil servants employed by the Government of Indonesia in East Timor prior to the popular consultation of August 1999. Meanwhile, a fast programme for capacity-building of civil servants is under way at the Civil Service Academy. The recruitment campaign and training programmes are expected to lead, during 2000/01, to a progressive replacement of international civil servants by East Timorese. However, in view of the shortage of qualified administrators and other specialists in the territory, for much of the fiscal year 2000/01 a programme of mentoring, or "shadowing", by newly recruited East Timorese of international civil servants will be required. In other instances, international staff will serve as advisers to newly appointed senior officials.

92. **The Office of the Deputy Transitional Administrator** will be headed by the Deputy Special Representative of the Secretary-General/Deputy Transitional Administrator (Assistant Secretary-General) who will oversee the day-to-day functioning of the eight departments and the Cabinet. The Deputy Transitional Administrator will be in charge of the overall planning and execution of the national programme of reconstruction and capacity-building that will lay the groundwork for self-governance and sustainable economic and social development. Consistent with the UNTAET mandate, the Deputy Transitional Administrator will ensure that the institutions necessary for the delivery of government services are established and staffed and that Timorese are trained to take over the administrative and public service functions required for an independent East Timor.

93. The Deputy Transitional Administrator will be supported by a principal officer (D-1) who will provide expert advice on all aspects of UNTAET governance and public administration matters. The principal officer will be responsible for relations between the East Timor Transitional Administration and other agencies, programmes and multilateral and bilateral donors. A senior officer (P-5) will assist in overseeing the various administrative departments by coordinating with all other international and local entities involved in the establishment of civil administration structures. Three civil affairs officers (one P-4 and two P-3) will provide operational and liaison support to the principal officer in the performance of the tasks, one of whom will be responsible for personnel and staffing issues within the Transitional Administration. A special assistant to the Deputy Transitional Administrator (P-3) will assist in the day-to-day running of the Deputy's office, drafting memoranda, reports, speeches and correspondence. In addition, four staff (three General Service,

Other level and one Local level) will assist in supporting the administrative operations of the Office. The overall number of Professional posts has been reduced from its current level as a result of a separation of functions following the establishment of a Cabinet secretariat.

94. **The Cabinet secretariat** will support the Deputy Transitional Administrator in his oversight of the day-to-day operations of the Transitional Administration. The secretariat will have primary responsibility for ensuring that the work of the Cabinet is carried out efficiently and effectively. It will be responsible for proposing, in consultation with the Transitional Administrator and his deputy, the agenda for Cabinet meetings and ensuring the timely preparation of documentation by departments, bearing in mind policies and programmes that achieve objectives specified in Security Council resolution 1272 (1999). The secretariat will maintain records of all Cabinet meetings and decisions and will be responsible for liaising with the relevant departments to ensure that Cabinet decisions are implemented, proposing solutions in consultation with the Transitional Administrator and his Deputy in the event that difficulties arise. Where follow-up and implementation of Cabinet decisions involve action by more than one department, the secretariat will coordinate between them. The secretariat will also work closely with the National Council, as the Cabinet is to recommend regulations for consideration by the latter, as stipulated in regulation 2000/23 on the Establishment of the Cabinet of the Transitional Government.

95. In order to perform its functions, the secretariat will be staffed by a head of the Cabinet secretariat (P-5) and two Cabinet officers (P-3). Administrative support will be provided by five personnel (one General Service, Principal level, two General Service, Other level and two Local level), as there will be a large volume of documentation to be translated and records of meetings and minutes to be circulated and maintained in the secretariat. There will also be a requirement for two translators (General Service, Other level), one in Portuguese and one in Malay and Tetun.

96. **The Office of the Inspector General** will be responsible for conducting independent audits and investigations that provide objective information, advice and assurance to the Office of the Transitional Administrator and the Deputy Transitional Administrator on accountability and sound practices in government operations. The Inspector General will serve as head of the Audit Committee for Public Services and will be responsible for transparent and accurate accounting of the Government's stewardship of financial and human resources, efficiency and productivity in the public service and the overall cost-effectiveness of government activities. The Office will be headed by a Timorese Inspector General and will be supported by three officers: one auditor/financial manager (P-5) who will undertake programme evaluation and liaise with auditors in the Central Fiscal Authority, one investigator (P-4) and one legal adviser (P-3). An administrative assistant (General Service, Other level) will provide clerical and administrative support to the Office.

97. **The Central Administrative Service** will effectively manage non-financial assets and ensure proper accountability within the new governmental structure. The Service will report to the Deputy Transitional Administrator and will be responsible for managing the receipt and inspection function for all goods and services acquired as well as property control and inventory records for all capital and controlled assets. The Service will manage central supply stores of commonly used items as

well as national fuel contracts, act as commodity manager for government vehicles and provide central workshop support. The Service will be responsible for undertaking procurement action for services, works and goods for the Government, documenting, contracting and supervising contracts for the reconstruction of public buildings and promoting the re-establishment of the building contract capacity in East Timor. It will manage the allocation of government facilities, build local capacity and establish the function as an effective national component of the Transitional Administration.

98. The Service will be headed by a director (D-1) who will be supported by a commodities manager (P-3) and an administrative assistant (General Service, Other level) in overseeing four main units, namely, Procurement, Supply, Facilities, and Transport and Workshop. The Procurement Unit will be headed by a chief (P-5) who will be supported by two contract administrators (one P-4 and one P-3) and two procurement officers (P-3). The Supply Unit will be headed by a chief (P-5) who will be supported by a supply officer (P-4), a receipt and inspection officer (P-3), an inventory officer (P-3), a stores officer (P-3), a customs clearance officer (P-2) and a fuel cell officer (P-2). A warehouse assistant (General Service, Other level) will also be required. The Facilities Unit will be headed by a chief (P-4) who will oversee the work of an asset manager (P-3) and an architect (P-3). The Transport and Workshop Unit will be headed by a chief (P-4) who will be supported by a transport officer (P-3). Furthermore, 14 United Nations Volunteers will be required to support the work of the Service, as follows: 7 procurement officers, 2 contract administrators, 3 fleet managers, 1 fuel section manager and 1 stores officer.

99. **The Translation Service** will report to the head of the Central Administrative Service, and will be responsible for providing timely and efficient document translation services required by the East Timor Transitional Administration. The Service will be headed by the Chief of Translation (P-4), who will be assisted by two support staff (General Service, Other level). The Service will also be staffed by 20 United Nations Volunteers who will function as translators in Portuguese, Malay and Tetun.

100. **The National Planning and Development Agency** will be responsible for monitoring and evaluating the national programme for reconstruction and capacity-building for the 2000/01 period and will lead the process for formulating the plan for the subsequent years. The Agency will ensure that the reconstruction and rehabilitation needs of East Timor are adequately met by coordinating resource mobilization efforts with bilateral donors, the World Bank, the Asian Development Bank, United Nations agencies, other international organizations and non-governmental organizations.

101. The Agency will comprise the following existing units: the Economic Planning and Project Assessment Unit, the Donor Coordination Unit, the Gender Affairs Unit, the Environmental Protection Unit and the Census and Statistics Unit. The Agency will be headed by a senior East Timorese whose main function will be to develop a coherent framework for national development planning and coordination. A senior economic development coordinator (P-5) will provide strategic direction for the development of national planning. Two staff (one General Service, Other level, and one Local level) will provide secretarial support to the Agency.

102. The Economic Planning and Project Assessment Unit will be responsible for coordinating sectoral development planning, taking into account the basic economic

and demographic characteristics of the country, its social and cultural fabric and its geographical location. The strategy will take into account environmental and gender considerations in formulating a national economic plan. The Unit will liaise with all departments and key divisions and offices including, in particular, the Office of District Affairs, in developing the strategic framework from medium- to long-term development. The Unit will also work closely with the World Bank, the Asian Development Bank, the International Monetary Fund and the United Nations Development Coordinator in East Timor.

103. The Unit will also oversee the design and implementation of a comprehensive framework for the monitoring and evaluation of all major development assistance projects. It will serve as the secretariat for the East Timor Administration's committee-based process to review and prioritize all project proposals for development and reconstruction. In this task, the Unit will ensure that project proposals are consistent with national development priorities and reflect gender and environmental considerations.

104. The Chief of Development Planning and Project Assessment (P-5) will head the Unit. A programme monitoring officer (P-4) will supervise the work of the results-based programme management system; a senior development officer (P-4) will coordinate the medium-term sectoral and project plans; and two development programme officers (P-3) will produce periodic reports, liaise with multilateral institutions and collect data in the field on economic prospects. A project assessment officer (P-2) will assist the work of the Chief. Two United Nations Volunteers with appropriate development experience will assist the Unit in field-monitoring activities. One secretary (General Service, Other level) will provide support to the Unit.

105. The Donor Coordination Unit, previou y called the Resource Mobilization Unit within the Office of the Special Representative of the Secretary-General, will be headed by a principal officer (D-2) and incorporated into the framework of the National Planning and Development Agency. The Unit will be responsible for ensuring that resource needs to support the transitional government are met adequately by coordinating resource mobilization efforts with bilateral donors, the World Bank, the Asian Development Bank, United Nations agencies, other international organizations and non-governmental organizations. The Unit will also be responsible for directing follow-up to the Tokyo and Lisbon donor conferences and managing the preparatory process for subsequent international donor meetings.

106. In order to guarantee the efficient and effective use of resources, the Unit will ensure that all external aid flows are consistent with national development priorities through enhanced coordination mechanisms, including sectoral workshops. In view of the additional efforts required to mobilize resources for key areas of administration, a senior programme officer (P-4) is proposed. Three programme officers (two P-3 and one P-2) will be responsible for managing relations with donors and for providing support to coordination mechanisms. One staff member (General Service, Other level) will provide administrative support to the Unit.

107. The Gender Affairs Unit will seek to ensure the participation of women as equal partners with men in all spheres of society, and will promote women as equal participants and beneficiaries of sustainable development. The Unit will endeavour to mainstream a gender perspective in the formulation of the national development policies of the administration and create awareness among the public at large

concerning gender equality issues. The Unit will also facilitate the formulation and implementation of government policies on equality between women and men, develop strategies and methodologies and promote cooperation to ensure that a gender perspective is reflected in policy-making.

108. The Unit will be headed by a senior gender affairs officer (P-5) previously allocated within the Office of Human Rights, and will be further assisted by one gender specialist (P-4) who will be responsible for programme coordination and implementation. The Unit will also comprise two gender affairs officers (one P-3 and one P-2), one of whom will be responsible for policy review, monitoring and evaluation and one of whom will be responsible for liaison and outreach. Three support staff (one General Service, Other level, one Local level and one United Nations Volunteer) will assist in the administrative and operational requirements of the Unit.

109. The Environmental Protection Unit will ensure that environmental concerns are taken into account in national economic planning for development and that they are reflected within the various programmes of the departments and district administration. The Unit will be responsible for ensuring that administration and development policy, planning and implementation are environmentally sound across all sectors. The Unit will provide environmental impact assessments and advise on appropriate legislation and regulatory frameworks to support sustainable environmental practices. It will also develop training programmes for the civil service and provide inputs for public information campaigns.

110. The Unit will be headed by a Chief (P-5) who will be responsible for ensuring the fulfilment of the above tasks. The Chief will provide advice to the Deputy Transitional Administrator on matters relating to environmental issues. The Chief will be assisted by an environmental affairs officer (P-4) in conducting environmental impact assessments and in the formulation of strategies to encourage the adoption of such policies. Two environmental policy and training specialists (P-3) and one environmental affairs officer (P-2) will assist in providing assessments, training and information activities so as to ensure compliance by the Transitional Administration and the public with appropriate standards that permit sustainable long-term growth. Two staff (one General Service, Other level, and one Local level) will provide support to the Unit. Three United Nations Volunteers will conduct field assessments to monitor the impact of economic activity and government plans.

111. The Census and Statistics Unit, formerly called the Research and Census Unit, will be responsible for providing baseline data, such as demographic, social, economic and geographical data, to other offices that will be necessary for planning and implementing economic and development policies and for structuring public services, for example, in the areas of health, education, transport, infrastructure and social affairs. The Unit will cooperate closely with the Division of Electoral Affairs and the Civil Registry Unit and will be responsible for coordinating and conducting a national census of the population of East Timor.

112. A Chief of the Census and Statistics (P-5) will head the Unit. A senior statistics officer (P-4) will provide departments and offices with research and interpretations of sociological and demographic data. A senior census officer (P-4) will prepare geographic and demographic studies, organize the conduct of the census, train local census officers and verify census data. One demographer (P-3)

will assist in the preparation of questionnaires, the structure and format of the census and other research. Two census officers (P-3) will assist in the organization of the census and other polls. A database analysis officer (P-3) will manage and create various databases, as required by the departments. Additionally, two staff (one General Service, Other level, and one Local level) will provide support to the Unit. Two United Nations Volunteers will provide demographic and statistical research.

113. **The Central Payments Office**, previously part of the Office of Public Finance, will be established as a separate entity and will eventually become the Central Bank of East Timor. The Office will be responsible for developing and implementing effective policies and procedures to operationalize the roles and functions assigned to it under the provisions of its governing regulation 2000/6 of 22 January 2000, the bank licensing regulation (2000/8) of 25 February 2000 and the exchange bureau regulation (2000/5) of 20 January 2000. While staffing and other resources will be provided under both the consolidated budget of East Timor and through the UNTAET budget, operational autonomy will be safeguarded, in line with recommendations by the International Monetary Fund.

114. Among the key objectives of the Office will be: (a) to develop and implement a range of training programmes to assist in capacity-building in human resources geared towards preparing staff to assume responsibility at all levels and facilitating upward mobility in the capacity-building process; (b) to assess applications for licences from banks, exchange bureaux and non-bank financial institutions, evaluate applications and grant licences; (c) to supervise and monitor the financial system to minimize systemic risks and to take all supervisory actions necessary to maintain the stability and credibility of the system; (d) to develop and implement, in consultation with the Central Fiscal Authority and other departments, policies and procedures for the effective receipt of revenue, execution of payment orders, recording of transactions and preparation of financial statements and reports; (e) to establish banking arrangements with local and foreign banks so as to effect the receipt, transfer, disbursement and investment of funds under the trust of the organization; (f) to develop and implement effective policies and procedures governing the disbursement of salaries and allowances to civil servants; (g) to manage the financial operations and ensure that the East Timor consolidated budget and relevant regulations, policies and procedures are complied with; and (h) to develop and implement charts of accounts in the respective systems that provide fully for the evolution of the accounting structure over time.

115. The Office will be headed by a Director (D-2) who will supervise its overall functioning, provide policy direction and advise the Cabinet and Transitional Administrator in a timely manner of issues requiring their attention, including the placement of government funds and receipts. The Director will be supported by three principal officers (D-1) who will be responsible for general supervision, the payment system and general accountancy. The principal officer for general supervision will be assisted by a support officer (P-4), who will be responsible for licensing, and support staff (one General Service, Other level). The principal officer for payment schemes will be supported by one staff member (General Service, Other level), and the principal officer, serving as Chief Accountant, will be assisted by a support officer (P-4). Moreover, a banking supervisor (P-4) and a banking system engineer (P-5) will complement and provide support to all the other officers.

116. **The Department of Police and Emergency Services** incorporates the Office of the Police Commissioner and a newly created Office of Civil Security, Fire and Emergency Relief. It will have overall responsibility for the maintenance of law and order, the security of vital public facilities and the protection of the public from natural and man-made calamities. The Deputy Transitional Administrator will act as the cabinet member for the department. The Service will be supported by a civil affairs officer (P-3). Two staff (one General Service, Other level, and one Field Service) will provide coordination and administrative support to the oversight of the Department.

117. The Office of the Police Commissioner will be responsible for the maintenance of law and order in East Timor and the rapid development of a credible, professional and impartial East Timorese police service. The Police Commissioner (D-2) will be assisted by a number of civilian advisers in addition to his senior police advisers and commanders in the uniformed contingents provided bilaterally. There will be a police component of 1,640 police officers, of which 1,350 will have enforcement functions. These officers will carry side arms as deemed necessary by the Police Commissioner. An armed border/marine police unit of 50 officers will be deployed to designated border crossing points. Two armed rapid-reaction units consisting of 120 officers each will be deployed to provide specialized capabilities for crowd control and operational support.

118. The staffing will include: (a) three public administration officers (P-4), one of whom acts as legal adviser and who will assist the Commissioner in establishing a cohesive system for administration, ensuring sound management and administration of the civilian police services and laying the foundation for an East Timorese police administration; (b) a policy and planning officer (P-3) who will provide policy advice and develop plans for the implementation of the civilian police mandate, especially with regard to the establishment of an East Timorese police academy and force, community-policing programmes and anti-corruption and accountability measures; and (c) three support staff (two General Service, Other level, and one Local level). One United Nations Volunteer is also proposed to provide human rights training to police officers.

119. The Office of Civil Security, Fire and Emergency Relief will be responsible for public buildings and for the security of vital facilities such as seaports, airports, power stations and water supply stations. The Office will also provide essential government security functions, including the vetting of employees and the classification of official documents, as well as the preparation of an official secrets act. The Office will prepare for natural disasters, coordinate relief work and liaise with non-governmental organizations and other agencies following the planned termination of the Office of the Deputy Special Representative for Humanitarian Assistance and Emergency Rehabilitation by 31 December 2000. In addition, it will establish a fire and ambulance service that can respond to emergencies that endanger human lives and/or threaten the destruction of property. It will be headed by a Chief (P-5) who will direct the work of its three sections — Civil Security, Government Security and Fire and Emergency Relief — and will supervise the work of a contingent of Timorese building security guards.

120. The Civil Security Section will be staffed by a senior humanitarian affairs officer (P-4) who will be responsible for developing and implementing emergency relief programmes and contingency plans. Emphasis will be placed on prevention

and civil education. The Section will also be supported by a humanitarian affairs officer (P-3) specializing in natural disasters. A Chief of Fire and Ambulance Services (P-4) will manage an East Timorese emergency service and will direct the establishment of a nationwide emergency response system, in close cooperation with the Office of the Police Commissioner and local civilian police stations. A fire service specialist (P-2) will provide support to the Chief. Four staff (two General Service, Other level, and two Local level) will provide administrative and clerical support.

121. The Government Security Section will comprise an East Timorese Building Guard Service, an Information and Liaison Service and a Document Protection and Classification Service. The Section will be headed by a Chief (P-4) who will manage the Guard Service himself and will supervise the work of the two officers (P-3) in charge of the other two sections.

122. **The Department of Justice** (formerly the Department of Judicial Affairs) will be responsible for establishing an impartial, technically capable and sustainable judiciary, a prosecutor service and correctional facilities, as well as a legal reform commission in East Timor. The Department will be responsible for appointing judges, prosecutors and public defenders and training them in the application of law and international law standards. The Department will also be responsible for appointing international judges, prosecutors and lawyers and for prosecuting and trying the most serious crimes committed in East Timor. The Land and Property Commission will be administered by the Department.

123. The Department will be headed by a Director (D-2) who will design, supervise and coordinate the re-establishment of a functioning judicial system. A Deputy Director of Judicial Affairs (P-5) will have the primary responsibility for implementing judicial and prosecutorial policy. The Deputy Director will assist the Director in all areas, including donor relations, in view of the extensive bilateral support provided to these important activities, and will coordinate the work of the four services outlined below. Six support staff (four General Service, Other level, and two Field Service) will provide secretarial and administrative assistance.

124. The Prosecutor Service, formerly the Office of the General Prosecutor for East Timor, will be responsible for investigating and prosecuting both serious crimes (crimes against humanity and other serious violations of international humanitarian law committed between 1 January and 25 October 1999) and ordinary crimes, as well as providing counterpart training to East Timorese prosecutors in view of the development of a full-fledged Office of the General Prosecutor for East Timor.

125. The Service will be headed by a General Prosecutor (D-1) and will have two sub-offices: (a) the Office of the Deputy Prosecutor for Serious Crimes (P-5) and (b) the Office of the Deputy Prosecutor for Ordinary Crimes, which will be headed by a senior Timorese prosecutor. In order to fulfil the prosecution mandate pursuant to UNTAET regulation 2000/16 of 6 June 2000 and bring to justice persons responsible for the 1999 violence, the Office foresees the indictment of about 20 suspects in 5 indictments before the end of 2000. This will require seven international prosecutors (three P-4 and four P-3), one legal expert (P-4) on international humanitarian law, one case manager (P-3) and one administrative assistant (Field Service). The short-term services of consultants, some of whom will appear in court as expert witnesses, will also be required.

126. A Serious Crimes Investigation Unit will be established under the Office of the General Prosecutor. The Unit will concentrate on investigating three massacre locations, sexual violence crimes, key national militia, military and civil administration targets and additional massacres, as well as conducting investigations concerning 74 detained serious crime suspects. The Unit will be headed by a Chief of Investigations (P-5) and will comprise four investigation teams, each of which will be headed by an experienced investigator. The Unit will require a total of 11 investigators (four P-4 and seven P-3). In addition, specialized and technical investigation expertise, who will need to be available to the prosecution during the trials, will be needed to support the Unit. This will require one forensic pathologist (P-4) for serious and ordinary crimes, two crime-scene investigators (P-3), one evidence custodian (P-3), one crime analyst (P-3) and one logistics officer (Field Service). In order to facilitate the recording and deposition of witness testimonies and the prosecution of cases in the Dili District Court, the full-time services of six interpreters (United Nations Volunteers) will be required for interpretation/translation in English, Portuguese, Malay and Tetun.

127. The Judicial Reform and Court Administration Service will design and implement programmes for judicial and legal reform and establish a functioning court administration system. This will include the rehabilitation of court facilities and the identification and procurement of the materials and supplies necessary for the functioning of the courts. The Service will also include the establishment of a Law Reform Commission.

128. The Service will be headed by a senior judicial affairs officer (P-5) and supported by two judicial affairs officers (one P-4 and one P-3). Pursuant to regulations 2000/11 of 6 March (section 15.5) and 2000/15 of 6 June, which respectively establish the composition of the appellate panels for serious crimes and trial panels with exclusive jurisdiction over serious criminal offences, the Service will also recruit three international appellate judges (two P-5 and one P-4) and two international panel judges (one P-5 and one P-4).

129. The Public Defence, Legal Aid and Legal Training Service, previously called the Legal Development/Local Lawyer Section, will assist the Director and Deputy Director in planning and implementing programmes to develop legal capacity and will establish a Public Defence and Legal Aid Service. The Service will develop legal training and education to support a local bar and defence attorneys. It will develop criteria and processes for the admission of lawyers to practice before the courts in East Timor, and will also establish a system of accrediting international lawyers as defence counsel. The Service will be headed by a senior judicial affairs officer (P-5) and be supported by two judicial affairs officers (one P-3 and one P-2).

130. The Penal Management and Training Service will design, supervise and coordinate the rehabilitation of correctional facilities in East Timor as well as the establishment of the Prison Service of East Timor. It will assess procurement and logistical requirements of prisons, hire and train local guards and managers and coordinate the recruitment of international staff for the Prison Service. The Service will be headed by a senior judicial affairs officer (P-5) and be supported by two judicial affairs officers (one P-4, one P-3). Pursuant to the establishment of a Prison Service for East Timor, six international staff (P-3) will provide training for correctional services, including prison management and supervision of guards, in order to strengthen capacity-building and ensure compliance with international

human rights standards, namely the Standard Minimum Rules for the Treatment of Prisoners.

131. The Land and Property Commission will be a separate entity within the Department of Justice. It will be responsible for establishing the institutional, legal and technical infrastructure for the land administration system in East Timor, including the mechanisms by which to address land disputes. The Commission will develop administrative processes for the application and registration of rights in land, and where these applications are contested, the Commission will develop processes for the mediation or arbitration of disputes. The Commission will draft legal legislation in this field in coordination with the Office of the Principal Legal Adviser in the Office of the Special Representative of the Secretary-General.

132. A Land and Property Commissioner (D-1) will head the Commission. The Commissioner will be responsible for the work of the Commission and for ensuring the acceptability of its work in this area among East Timorese. A land policy expert (P-5) will assist the Commissioner in the field of land rights. A general counsel (P-5) will analyse legal, commercial and human rights issues, provide advice on legal issues and act on behalf of the Commission. A property rights adviser (P-5) will be required to assist the Commissioner in the field of property rights and to develop and implement management systems for State land assets.

133. A Manager, Land Applications (P-4), will oversee and implement the land applications component of the Land Registration Office and will be responsible, with the Registrar, for processing land applications and referring disputes to the Land Mediation Office and the Land Tribunal or Court. A manager, land registry, survey and mapping (P-4) will oversee the establishment of the land register, including the survey functions.

134. A mediation officer (P-3) will work with East Timorese in providing support and training in the mediation of land disputes, and four regional land and property officers (P-3) will support the Commission in the districts. Officers of the Land and Property Commission will coordinate their work with the Office of the Principal Legal Adviser in the Office of the Special Representative of the Secretary-General, the Department of Justice and the Department of Political, Constitutional and Electoral Affairs in the East Timor Transitional Administration. Two staff (General Service, Other level) will be required to provide administrative support. Six United Nations Volunteers will provide support to the Commission in database design, implementation and training; land registry, systems operation and training; communications and public information; training in surveying; and human resources development.

135. **The Department of Political, Constitutional and Electoral Affairs** is a new department headed by a Director (D-2). The Department will combine the functions of two separate offices approved in the previous budget and will undertake additional functions demanded of it as a result of the new transitional government structure and experience gained. The Department combines functions previously included in the Office for Political, Constitutional and Electoral Affairs and the Electoral Operations Division of the former Governance and Public Administration. This reflects the mission-wide consolidation of the functions of the Office of the Special Representative and the former Office of the Deputy Special Representative for Governance and Public Administration in the new structure and capitalizes on the complementary nature of political, constitutional and electoral policy and

operations. Its new functions include providing technical and executive support to the director in his role as cabinet member for political affairs and developing and supporting the new 33-member National Council, functions not previously foreseen. Administrative support to the Director will be provided by support staff (one General Service, Other level). Subsequent political experience in the field has indicated that the staff currently authorized for civic education will not be sufficient to meet the important task of educating and involving the East Timorese population in the participatory process of developing the constitution and democratic principles essential to the durability of constitutional democracy in the future, independent East Timor. Furthermore, the proposed staffing for electoral operations in the field takes into account the recent (July 2000) field assessment of the Electoral Assistance Division, requesting an increase in Professional staff and United Nations Volunteers for district and subdistrict electoral operations. These field electoral staff will be needed some six months before elections (tentatively scheduled for the third quarter of 2001), but were not provided for in the current staffing authorization. Taking into account the new demands of the Cabinet and National Council, civic education requirements and the electoral operation in the field, the new department will require additional Professional staff.

136. The Division of Political Affairs will be responsible for the provision of political advice and support to the Special Representative with respect to East Timorese consultative bodies, political groups and political trends and will be responsible for preparing various reports on political issues. Based on reports from the districts, the Division will also provide advice and guidance to civil affairs officers in the field as to political trends and policies. The Division will advise the Special Representative on the foreign relations of UNTAET and will maintain contacts of a political nature with Ministries for foreign affairs of various countries, particularly in the context of visits of Foreign Ministers, and will prepare necessary briefing notes for the Special Representative. The Division will be responsible for actively conducting a series of complex and ongoing negotiations with East Timor's neighbours, in particular Indonesia, with a view to normalizing relations across a broad range of issues central to the lasting stability of East Timor, and with Australia to establish a legal framework to govern the exploration and exploitation of petroleum resources in the Timor Gap. These negotiations will be led by the Director. In addition, the Division will support the role of the Director as cabinet member for political affairs in the transitional government. As a result of his appointment to the cabinet, the Director will exercise executive functions and ensure that relevant cabinet decisions are fully and effectively implemented. Consequently, the Division will need to provide technical support to the Director in his cabinet role.

137. The Deputy Director (D-1) for Political Affairs will head the Division and will carry out day-to-day management of the Department, in support of the Director. The Deputy Director will be supported by two senior political affairs officers (P-5) who will provide political analysis and coordinate with other substantive policy-making offices to harmonize political policy. The officers will assist the Director and Deputy Director in cabinet work, high-level meetings and negotiations and manage the preparation of reports, including draft reports of the Secretary-General to the Security Council and the General Assembly. Two political affairs officers (P-4) will provide political analysis, report on political processes, political party activity and relevant foreign relations developments, support political liaison work in Dili, with

both domestic and international representatives, and maintain close expert-level contacts with East Timorese groups. The officers will also assist in the development of the nascent East Timorese foreign ministry and diplomatic corps. The work will be supported by two political affairs officers (one P-3 and one P-2) who will prepare reports on the political situation, maintain daily contact with East Timorese and international counterparts and conduct visits to the field to support and harmonize district-level political work. The officers will also assist in the implementation of cabinet directives relating to political and foreign affairs. Two support staff (General Service, Other level) will provide administrative assistance to the Office in the preparation of reports, liaison with other political actors, management of international travel for negotiations and so on. Three local staff will also assist in administrative tasks and provide translation and interpretation services from English to Tetun.

138. The Division of Constitutional Affairs will advise the Special Representative on constitutional affairs and building democracy in East Timor and will develop a participatory civic education process to ensure that the constitutional process is well-rooted in East Timorese society and that democratic principles are widely understood. This task will be fundamental if the East Timorese are to fully identify with the new constitution and its attendant democratic institutions. The Division will identify potential sources of political concern in the constitutional process and advise the Special Representative on possible ways to manage and promote it, and will coordinate the establishment of a consultative commission on constitutional development, including political party development and other related democratization efforts. The Division will also provide support for the 33-member National Council, including development of draft procedures and technical and secretariat services. The Division will develop the legal framework of the electoral process, in an integral manner with the modalities of the constitutional process and in coordination with the Electoral Affairs Division, to ensure operational feasibility.

139. The Deputy Director (D-1) will head the Division. The Deputy Director will be supported by a senior political affairs officer (P-5) who will assist in working out the modalities of the new constitution and design a programme for its actual development. The Deputy Director will assist in the formation and support of a constitutional commission and will ensure the involvement of all elements of East Timorese society in the development of the new constitution. The Deputy Director will also advise and assist in the development of the electoral framework so that laws and structures related to the elections are well-integrated with the constitutional framework. A senior political officer (P-5) will be responsible for designing and implementing a nationwide programme of civic education on constitutional democracy, as well as for the process of developing a constitution aimed at rooting the new constitution in East Timorese society and informing the electorate on the process of ratifying it. The senior political officer will be assisted by a political affairs officer (P-4) who will be responsible for training East Timorese and civic education officers, developing training programmes and liaising with other sections of the mission, such as the Office of Communications and Public Information, to design civic education materials. The Deputy Director will be supported by an administrative assistant (General Service, Other level) on administrative matters and a language assistant (Local level) on translating programmes at headquarters.

140. Six civic education coordinators (three P-3 and three P-2) will implement the civic education campaign in the districts for both the constitutional and electoral civic education campaigns. They will be assisted by 78 civic education officers (United Nations Volunteers) (six per district) and 65 civic education assistants (Local level) (five per district).

141. The former 13-member National Consultative Council, chaired by the Special Representative, is to be phased out. The Division will include the National Council secretariat to provide additional support to the National Council, a prototype parliament consisting of 33 representatives, which is an essential component of the transitional government. Secretariat support will include conference services, general services and political follow-up. A senior political affairs officer (P-5) will serve as secretary of the National Council, providing technical support to and developing the Council. The secretary will also be responsible for supporting the development of democratic institutions. The secretary will be assisted by the deputy secretary, a political affairs officer (P-4), who will be responsible for providing interpretation/translation services in four languages (Portuguese, English, Malay and Tetun) and for preparing documents and talking points. Two political affairs officers (one P-3 and one P-2) will provide General Service support to the National Council, including in the organization of its sessions, the maintenance of its agenda and records and political follow-up to its sessions, as well as logistical support. The secretariat of the National Council will also assist in preparing for the new parliament to follow the national elections, ensuring that the necessary financial, logistical and personnel requirements are in place. The secretariat will also require one administrative assistant (General Service, Other level), eight translators (Local level) (two for each of four languages) and two transcribers/stenographers (Local level).

142. The Division of Electoral Affairs will be responsible for conducting the national elections leading to a constitutionally mandated government of East Timor, in accordance with the electoral law. The Division will support the development and work of an independent elections commission. The Division will conduct voter registration and the poll, and will train and deploy the staff necessary to do so. It will develop electoral procedures and regulations to guide the electoral process in line with electoral law. The Division will advise the Director and the Special Representative on electoral issues relevant to the constitutional development process and will coordinate all necessary field operations and logistics to undertake the election.

143. The Division will be responsible for implementing the electoral framework and conducting the national elections. The Deputy Director for Electoral Operations (D-1) will serve as Principal Electoral Officer and will be responsible for management of the elections. The Division will conduct capacity-building programmes for East Timorese institutions for future electoral processes, and will support the necessary institutional capacity to implement the electoral framework. An officer for electoral regulations (P-4) will draft electoral regulations and procedures in accordance with the electoral law. A database planning and management officer (P-4) will organize and establish protocols for databases of the electorate and electoral constituencies in coordination with the Census and Statistics Unit. A capacity development officer (P-5) will identify and train East Timorese in preparing for the eventual establishment of a national electoral commission. A training officer (P-4) will develop the training programme for electoral teams, and a

field coordination officer (P-4) will coordinate electoral staff in field and logistical planning in conjunction with other logistical staff. An electoral officer (P-3) will conduct research, write reports, liaise with the district administrators, and provide backstopping in the Division. Six support staff (one General Service, Other level, two Field Service and three Local level) will provide administrative assistance to the Division.

144. The election is tentatively scheduled for the third quarter of 2001. Six months before the election, 13 district electoral coordinators (six P-5 and seven P-4) will be responsible for designing and implementing the electoral operation in the 13 districts. Thirteen deputy district electoral coordinators (four P-4 and nine P-3) will assist in field coordination and logistics. Nine months prior to the election, 130 electoral field officers (United Nations Volunteers) will be deployed to the field to coordinate a nationwide civil registration exercise as an essential precursor to electoral registration. Subsequently, an additional 120 electoral field officers (United Nations Volunteers) will be deployed in support of the election. The electoral field officers will serve at the district and subdistrict levels and will lead East Timorese registration and polling teams.

145. **The Department of Finance (Central Fiscal Authority)**, formerly the Office of Public Finance, will replace the structure previously envisioned to determine and implement a sustainable macroeconomic policy in East Timor. The functions of the other offices allocated within the previous designation — the Office of Trade and Commerce, the Office of Development Affairs and the Project Assessment Office — will be subsumed by the Department of Economic Affairs and the National Planning and Development Agency.

146. As established by UNTAET in its regulation 2000/1 dated 14 January 2000, the Central Fiscal Authority of East Timor will be responsible for the overall financial management of the East Timor consolidated budget and the collection of taxes. The Authority will be the macroeconomic policy organ of government whose objective is the creation of a comprehensive economic policy framework and a sustainable financial and administrative machinery for East Timor. This will include economic policy and forecasting, government expenditure and cash management, budget policy and implementation, and tax policy and administration. The Central Fiscal Authority will comprise the head of the Authority, with advisers and support staff, a Treasury Division, a Budget Division and the East Timor Revenue Service (established under regulation 2000/18 of 30 June 2000). A small secretariat will provide administrative support to the head, to the two other divisions and to the Revenue Service.

147. The Department will be headed by a Director (D-2) who will serve as cabinet member for Finance. A senior policy adviser (P-5) will serve as the head of tax within the Central Fiscal Authority Directorate and a tax policy officer (P-4) will assist in developing tax policy. An administrative officer (P-2) and an administrative assistant (General Service, Other level) will support the operation of the Department. Two staff (one Field Service and one Local level) will provide administrative support to the Directorate. Thirteen finance officers (United Nations Volunteers) will serve in each district administration office.

148. The Office of the Treasury will be responsible for establishing proper accounting and financial management systems consistent with internationally accepted practices of public financial accounting and management. The Office will

comprise five main services, namely, budget execution and cash management; accounting and payments; debts, grants and asset management; internal audit; and systems development. The Office will be headed by a Director of the Treasury (D-1), supported by a Deputy Director (P-5) and three treasury officers (P-4). The secretariat will be headed by a principal officer (D-1) and staffed by nine treasury officers (five P-4, three P-3 and one P-2). One administrative assistant (Field Service) will support the Office.

149. The Budget Office will be responsible for formulating the annual budget. This will include coordinating the annual budget preparation process, including the issuance of guidance to all spending agencies within the Transitional Administration. The Office will also be responsible for monitoring and reporting on current and planned spending levels and monitoring agency performance. The Office will be staffed by personnel provided under a technical assistance grant from the Australian Agency for International Development. One of these experts will serve as the Director of the Budget, who will be responsible for establishing a public investment programme unit. Two officers (one P-4 and one P-2) will provide ongoing monitoring and analysis of all public investments made by donors to physical capital and infrastructure. One administrative assistant (Field Service) will support the Office.

150. The East Timor Revenue Service will be responsible for establishing an operational tax administration for East Timor, including managing the collection of revenues as proposed in the East Timor consolidated budget. The Service will be headed by a principal officer (D-1), who will be supported by a Deputy Commissioner/senior tax administration officer (P-5). In addition to six international tax administration experts provided bilaterally by the Australian Agency for International Development, the Service will require a team of four officers (three P-4 and one P-2) who will administer the tax system, as approved by the National Council, and train Timorese personnel. Three assistants (one General Service, Other level, and two Local level) will provide administrative and clerical support to the Service.

151. **The Department of Internal Administration** will be responsible for the organization and implementation of programmes aimed at establishing the public service and the placement and training of Timorese for the functions of government. The Department will establish a functioning civil registry serving the permanent civil registry needs of the country, as well as provide new identity cards to the entire adult population prior to the election scheduled for 2001. The Department will be responsible for the planning and execution of customs, immigration and quarantine services in East Timor. In addition, it will be responsible for organizing and maintaining national administrative archives and developing appropriate systems for records management. The Department will be headed by an East Timorese who will also serve as a cabinet member and who will be assisted by one support officer (P-4) and three administrative assistants (one Field Service and two Local level).

152. In addition, an autonomous Project Management Unit will be established for the community empowerment and local governance project, whose objective will be the enhancement of transparency, accountability and local governance capacity. The Unit will be headed by a senior project manager (P-5), who will be assisted by an engineer/architect (P-3), a data officer (P-2) and an assistant (General Service, Other level).

153. The Civil Service and Public Employment Service, formerly the Civil Service Capacity-Building, will be responsible for the establishment of the civil service of East Timor and the development of capacity to enable East Timorese to eventually assume the administrative machinery of the government. The Service will be responsible for organizing and implementing programmes aimed at identifying, recruiting, selecting, placing and training future East Timorese officers in the management of public services. The tasks of the Service also include developing staffing and recruitment strategies, anti-corruption initiatives and policies to promote transparency, accountability and public participation. Furthermore, the Service will be responsible for providing substantive support to the Public Service Commission of East Timor.

154. The Service will be headed by a Chief (D-1), who will be assisted by a civil service officer (P-3). Three civil service officers — one senior recruitment officer (P-4) and two human resources managers (P-3) — will be responsible for recruitment, selection, placement, staff welfare, employee relations and other operational matters related to the personnel management of East Timor Transitional Administration staff.

155. For the training of civil servants, a Chief of civil service capacity-building (P-5), assisted by four civil service officers (one P-4 and three P-3), will be responsible for the operation of the Civil Service Academy, which was established in May 2000 for the development of civil servants. One senior civil affairs officer (P-5) and one civil affairs officer (P-3) will provide secretariat support and service to the Public Service Commission. Two administrative assistants (one General Service, Other level, and one Field Service) and six United Nations Volunteers will provide technical, administrative and logistical support for the proper functioning of all areas in the office. The staffing requirement is in response to the rapid Timorese capacity-building of the Transitional Administration, which foresees the employment of 9,035 civil service employees during the current fiscal year, accompanied by vigorous capacity-building and development activities.

156. The Office of District Affairs, formerly the Office for Territorial Administration, will provide overall supervision to the activities of the district administrators in the 13 districts. The Office will provide substantive support and coordination to ensure that the district offices receive the required support from the central administration. The Office will also oversee that the activities are being planned and executed in accordance with the mandate of the mission. A Chief (D-1) will head the office and will be supported by four district coordination officers (one P-4, one P-3 and two P-2), as well as a local development/planning specialist (P-3). One personnel officer (P-3) will be the focal point within the Office for all district human resources matters, providing advice on recruitment, placement and personnel policy and ensuring that staff are deployed in line with evolving needs. The Office will be supported by two administrative assistants (one General Service, Other level, and one Local level).

157. The District Administration, formerly the Office of the District Administrator, will be responsible for coordinating and overseeing all activities of UNTAET staff and other accredited staff of the Transitional Administration in the 13 districts of East Timor. In accordance with applicable UNTAET regulations and laws, the District Administrator will have overall responsibility for maintaining law and order in the district and establishing and maintaining public services and local government

bodies. The District Administrator will maintain liaison with the newly established district advisory councils and local-level community empowerment projects funded by the World Bank. Thirteen district administrators (P-5) will fulfil the aforementioned tasks in each of the 13 districts. As East Timorese progressively assume these functions, the incumbent international staff will subsequently serve as deputy district administrators or senior advisers.

158. Thirteen public services support officers (five P-4 and eight P-3) will advise the district administrators on the development and maintenance of infrastructure in the areas of telecommunications, electricity, water and transport. They will assess needs, coordinate regional action with the Department of Infrastructure in Dili and develop and implement regional infrastructure projects. They will coordinate projects in the area to ensure that needs are comprehensively met.

159. Thirteen social affairs officers (five P-4 and eight P-3) will be responsible for the areas of social affairs, health and education. They will coordinate regional action with the Department of Social Affairs in Dili and develop regional approaches for the establishment of schools, hospitals and social services, in coordination with other United Nations agencies and non-governmental organizations.

160. Fourteen civil affairs officers (five P-4 and nine P-3) — two in Dili and one in each of the other 12 districts — will be responsible for maintaining close contact and relations with East Timorese advisory bodies as well as with local political factions and interest groups in order to support the re-establishment of civil society. To that end, while reporting to the District Administrator, they may seek additional policy guidance from specialized offices within the transitional government.

161. Thirteen agricultural affairs officers (five P-4 and eight P-3) will be responsible for providing support to the re-establishment of a functioning agricultural infrastructure in close cooperation with East Timorese counterparts, farmers and traders. They will coordinate the work of non-governmental organizations, consultants and all other personnel working in this field. They will also assess material and structural reform needs to propose adequate measures to ensure sustainable agricultural development.

162. Fourteen development officers (five P-4 and nine P-3) — two in Dili and one in each of the other 12 districts — will be responsible for providing in-house capacity to monitor and provide support to the formulation, implementation and evaluation of microcredit, small and medium enterprise/cottage industry development and other alternative income/employment-generation schemes. It is envisaged that the development officers will also provide advice on the marketing of products and produce generated by such activities, in addition to traditional economic activities. These posts replace the currently authorized evaluation and monitoring officers.

163. Eight liaison and training officers (P-2) who are fluent in Tetun or Malay will be responsible for providing support to the district advisory councils and related structures. They will also provide training to local language assistants to improve their language skills. These posts will replace the humanitarian affairs officer posts provided for in the current staffing table.

164. Thirteen administrative assistants (General Service, Other level) — one for each district — will provide the necessary day-to-day administrative support to the district administration. Thirty-nine language assistants (Local level) — three in each

district — will provide the essential communication link between international staff and their Timorese counterparts, as well as with the local population.

165. A total of 130 United Nations Volunteers — 2 in each of 65 subdistricts — will be responsible at the subdistrict level for providing coordination and support on cross-sectoral issues, including health, education, infrastructure, agriculture, human rights and project development.

166. The Border Service, formerly the Border Control Service, will be responsible for providing customs, immigration and quarantine services and control over the entry points to East Timor. The Chief of the Service (P-5) will establish and supervise the Border Service of East Timor, with substantial assistance from personnel provided bilaterally who are deployed in the areas of customs, immigration and quarantine services alongside East Timorese counterparts in training and supervisory roles. The Chief will be assisted by an immigration officer (P-4), a quarantine officer (P-4), a customs officer (P-4) and three border control officers (P-3). Administrative and clerical support will be provided by three Assistants (one General Service, Other level and two Local level). Operational support will be provided by six United Nations Volunteers.

167. The Civil Registry Service will obtain and maintain data on inhabitants at a single source, the civil register, which can be used by various branches of the administration. The use of the database will include, but will not be limited to, the issuance of identification cards. The Service will work closely with the Census and Statistics Unit, as well as the Department of Political, Constitutional and Electoral Affairs, to ensure that the timing and work programme of the civil registry complement and support the requirements of the electoral process. To complement Professional staff of the Unit who are provided on a bilateral basis, one registration officer (P-2) will be required to supervise and coordinate teams in the field, specifically in support of the initial registration process. A network administrator (P-2) will also be required to install and manage a central database, train East Timorese, and be responsible for the production of all documents, identity cards and certificates. The work of the Service will require lengthy periods in the field as well as the establishment and management of permanent administrative structures concerned with civil registry matters. Consequently, they will require the support of 15 assistants (1 General Service, Other level, 13 Field Service and 1 Local level). During the nationwide registration exercise, they will be supported temporarily by 130 United Nations Volunteers (shown under the Division of Electoral Operations), until such time as their services are required for electoral purposes.

168. The National Archives Service will develop and maintain affordable and efficient records management systems and offer services and technical and training support to facilitate government operations in all departments. The Service will also work with external organizations and individuals to reconstitute and preserve East Timor's recorded history. The Service will be headed by a senior archives officer (P-5) who will be assisted by three archives specialists and support officers (one P-4 and two P-2), with appropriate language skills, and three assistants (one Local level and two United Nations Volunteers).

169. **The Department of Infrastructure**, formerly the Department of Public Services, will be responsible for planning, coordinating and managing public utilities, transportation, communication, public works and cadastral services. The Department will be headed by an East Timorese who will serve as a cabinet member

and will chair the Infrastructure Advisory Council. The head of the Department will be assisted by a senior infrastructure officer (P-5) who will be responsible for liaison within the Department, consultation with the public to develop the preferred institutional structures and preparation of the technical aspects of the public consultation process. Two assistants (one General Service, Other level, and one Local level) will provide administrative support to the Department.

170. The Division of Information Technology, Post and Telecommunications, formerly called the Office of Telecommunications and Postal Services, will be headed by a principal officer (D-1) who will oversee the functions of the Division and will lead the creation of the standards, regulatory and legal framework for East Timor in the field of telecommunications. The Division will be responsible for rehabilitating and reconstructing sustainable telecommunication systems, including information technology, broadcast programmes and postal services for the short-, medium- and long-term requirements of East Timor.

171. The Division will comprise four services: Information Technology and the Internet; Post; Telecommunications; and Broadcast, each headed by a programme coordinator (three P-4 and one P-3). The Telecommunications Service will be supported by a switching specialist (P-2) and a transmission and satellite specialist (P-2). In order to meet the needs for administration, supervision, implementation of capacity-building and delivery of projects, six assistants (two General Service, Other level, two Field Service and two Local level) will provide administrative and technical support. Additional technical support will be provided by four United Nations Volunteers.

172. The Division of Transportation, previously called the Office of Transportation, will be responsible for rehabilitating and maintaining several critical assets in East Timor, namely seaports, airports, bridges and the 2,500-kilometre principal road network, much of which is in poor condition, having deteriorated as a result of exceptionally heavy rainfall and degradation by military vehicles of the peacekeeping forces (INTERFET and UNTAET). The Division will also handle vehicle registration and related activities, such as the issuance of drivers' licences. The Division will be headed by a principal officer (D-1) who will oversee the work of the Division and develop supporting maritime and aviation institutions, systems and procedures, and conduct negotiations with foreign authorities.

173. The Head of the Division will be assisted by three senior officers (P-5) who will head the Roads, Maritime and Aviation Services. Each service will be responsible for managing contracts, creating Timorese capacity through training, including resuscitating training institutions and facilities and drafting laws, regulations and operational administrative procedures related to the functioning of roads and the maritime and aviation sectors. The Vehicle Registration Section will register approximately 20,000 vehicles in the country. The Maritime Service will be responsible for the operation of Dili seaport, the country's main commercial port, and the Aviation Service will oversee the management of Dili airport. In view of the shortage of East Timorese capacity in those fields, the Roads Service will have three specialist road engineers (two P-4 and one P-3), the Maritime Service will have three maritime engineers (two P-4 and one P-3), and the Aviation Service will have two aviation policy and administration experts (P-3). The Vehicle Registration Section will be headed by a Chief (P-4) who will be responsible for formulating regulations and establishing a vehicle registration centre. The Chief will be

supported by an electronic data-processing officer (P-2) who will manage and maintain the related database. Six assistants (two General Service, Other level, two Field Service and two Local level) and four United Nations Volunteers will provide administrative and clerical support to the Division.

174. The Division of Energy, Water and Sanitation will be responsible for the oversight of the Power and Water and Sanitation Services. The head of the Division (D-1) will be responsible for providing strategic direction to both services and will be supported by an assistant (General Service, Other level).

175. The Power Service, formerly the Office of Electricity, will be responsible for providing electricity in urban and rural East Timor. The head of the Service (P-5) will be responsible for operational aspects and detailed planning. The head will be supported by an operations and planning engineer (P-4) to cover both power generation and distribution. An asset manager (P-3) will develop strategies and investment plans for the Service. A commercial and customer service manager (P-3) and a financial manager (P-3) will be responsible for the business aspects of the operation. Four assistants (one General Service, Other level, one Field Service and two Local level) and six United Nations Volunteers will provide administrative and technical support to the Service.

176. The Water and Sanitation Service, formerly the Office of Water and Sanitation, will be responsible for reconstructing reliable water supply and sanitation systems in East Timor. Building a nationwide institution for undertaking and sustaining this work will be a priority. The head of the Service (P-5) will be supported by four water/sanitation engineers (two P-4 and two P-3) and one public service support officer (P-3). Their tasks will include institutional capacity-building, water resources management and the restoration of water services throughout the country. Four regional water and sanitation advisers (United Nations Volunteers) will assist in extending the technical capacity and rehabilitation services to the districts. Three assistants (one General Service, Other level, and two Local level) will be required to provide administrative support to the Service.

177. The Public Works Service will be responsible for three functions: restoring or reconstructing office buildings for the East Timorese Administration in Dili and 12 District centres; restoring or constructing buildings and facilities for the roads, power and water sectors in the districts; and developing a modest housing reconstruction support unit. The Service will also provide training in contract management and supervision and in building design and maintenance and determine national building policy and standards. The Service will be headed by a Chief (P-5). The Dili public works programme will be headed by an architect (P-4) and a chief of operations and contract supervisor (P-4) who will be assisted by a reconstruction contracts officer (P-3). A modest housing programme will be headed by a senior housing specialist (P-4) who will be responsible for developing a policy on low-cost housing and financing. Three assistants (one General Service, Other level, and two Local level) and four United Nations Volunteers will provide administrative and technical support in field operations.

178. The National Institute of Cadastre and Geodesy will be a new structure that will provide technical expertise and support for the establishment of a geodetic control network. The Institute will collect geodetic data and provide for the ongoing maintenance and upgrading of the network, national mapping programmes and the overall coordination of the geographic information system in East Timor. The

Institute will be headed by a geographic information system specialist (P-4) who will manage the Institute and provide overall expertise in geodetic systems. The specialist will be supported by one land information specialist (P-3) who will support capacity-building efforts to East Timorese cadastre staff. The Institute will work in close coordination with the Land Registration Office of the Land and Property Commission. Two assistants (one General Service, Other level, and one Local level) will provide administrative support to the Institute.

179. **The Department of Economic Affairs**, previously designated the Department of Finance, Budget and Economic Affairs, will cluster three key components of the future economy of East Timor. The Department will be responsible for planning and implementing policies and programmes for economic recovery and development in the areas of agricultural affairs; trade, industry and tourism; and the promotion of policies and establishment of a mechanism to facilitate and attract foreign investments. The Department will be headed by an East Timorese who will serve as a cabinet member and who will be assisted by an economic affairs officer (P-4) and two assistants (one General Service, Principal level, and one Local level).

180. The Division of Agricultural Affairs, formerly the Department of Agricultural Affairs, will assess the current state of the country's agriculture, determine policy and implement a plan for the recovery of agricultural production and the provision of agricultural services for both domestic consumption and export. The Division will comprise the Fisheries and Forestry, Food and Horticulture, and Agricultural Research, Training and Extension Services. The Division will identify priority areas requiring assistance to establish viable agricultural infrastructure for both the short and the long term. The Division will maintain close liaison with initiatives related to food security being carried out by the humanitarian affairs and emergency relief pillar, as well as United Nations agencies and non-governmental organizations, in order to ensure a seamless transition to sustainable agricultural practices. The Division will also design and implement a programme to support and augment existing agricultural training programmes.

181. While agriculture is East Timor's most important economic sector, the reduction in international staff, compared with the current staffing, is offset by the recruitment in the interim of East Timorese agricultural personnel. The Director of the Division (D-1) will be supported by the Chief of the Fisheries and Forestry Service (P-5), the Chief of the Food and Horticulture Service (P-5) and the Chief of Agricultural Research, Training and Extension (P-5). The work of the Division will be supported by 10 agricultural affairs officers (4 P-4 and 6 P-3) covering such specializations as livestock, coffee, forestry, inland and marine fisheries and rice cultivation. Ten assistants (two General Service, Other level, two Field Service and six Local level) and 16 United Nations Volunteers will provide administrative support and technical expertise to the Division.

182. The Division of Commerce, Industry and Tourism, formerly the Office of Trade and Commerce, will develop a broad policy framework, to be implemented in phases, for rebuilding trade and business activities in East Timor. The strategy underlines capacity- and institution-building for self-reliance, a leading role for the private sector, an enabling regulatory environment, the building of consensus among all stakeholders and programme ownership for the sustainable socio-economic development of East Timor.

183. In the new structure, the Division's responsibilities will be extended to include the important tourism industry in the light of its potential contribution to East Timor's foreign exchange revenues. This will include promotion of the industry, policy promotion, coordination of infrastructure and capacity-building. The Division will be headed by a principal officer (D-1) who will provide policy direction and supervise the functioning of four substantive units, as well as a Project Management Unit. Two senior economic affairs officers (P-5) will head the Commerce and Industry Sections. Two new sections, Tourism and Business Facilitation, will be headed by chiefs at the P-4 and P-3 levels respectively. Support for the four units will be provided by four economic affairs officers (P-3). An associate economic affairs officer (P-2) will provide support in a small Project Management Unit. Three assistants (two General Service, Other level, and one Local level) will provide secretarial and administrative support to the Division. Eight United Nations Volunteers, who are specialists in such fields as microcredit, development of small and medium enterprises, business registration, company law and trade policy, will provide administrative support to the Division.

184. The Investment Institute will establish the foundation for a "one-stop" investment agency in East Timor. Its duties will include the development of policies and the establishment of mechanisms for this purpose, including a foreign investment act and the institutional requirements for administering it. In the interim, the Institute provides services including the facilitation and clearance of investment proposals and the conduct of promotional activities. The Institute will also serve as the secretariat of the Joint Committee on Investment, established with the participation of senior East Timorese representatives, including those from business and industry. The Institute will be headed by a Chief (P-5), who will be supported by a senior policy officer (P-4) and two investment officers (P-3) for facilitation and promotion. One United Nations Volunteer will assist in facilitation and investment promotion work. Three assistants (one General Service, Other level, and two Local level) will provide administrative support to the Institute.

185. **The Department of Social Affairs** will be responsible for developing programmes to address pressing social needs and for developing institutions to deliver social services in the areas of health; education, culture, sports and youth; and social affairs and labour. The Department will also be responsible for eventually developing a social promotion system for workers in the public and private sectors, a social welfare policy and a framework for the regulation of working conditions for labour. The Department will be headed by an East Timorese, who will serve as a cabinet member for social affairs, supported by a principal officer (D-1), who will serve as the senior adviser on all policy matters. Three assistants (one General Service, Other level, and two Local level) will provide administrative support to the Department.

186. The Division of Health Services, formerly the Office of Health Services, will be responsible for reconstructing a reliable health system, developing a national policy for health planning and establishing a Central Health Authority in East Timor. Tasks include the assessment of existing health infrastructure, such as hospitals, infirmaries and clinics, and their rehabilitation; public health sector capacity-building; and the development of a plan for the delivery of sustainable public health services in East Timor.

187. The Office will establish or revive appropriate public health training institutions and, in conjunction with various United Nations agencies, standardize systems and protocols and establish effective disease-monitoring systems and epidemic preparedness plans. The Office will be headed by a principal officer (D-1), who will be assisted by two senior health officers (P-5), whose respective functions cover health policy formulation and technical support and coordination of service provision. They will be supported by two health officers (P-3) who will serve as coordinators of the two components of the health sector programmes: (a) the basic health package and (b) district health planning. Two health officers (P-2) will provide general support to public health activities. Five assistants (two General Service, Other level, and three Local level) and nine United Nations Volunteers will provide support in various specialized functions such as vector control, environmental health and psychiatry. Timorese capacity in the health sector is extremely limited and in some areas non-existent, requiring recourse to United Nations Volunteers and, if possible, international personnel provided on a bilateral basis.

188. The Division of Education, Youth and Cultural Services, formerly the Office of Educational Affairs, will be responsible for the reconstruction and development of an education system at the primary, secondary and tertiary levels. The Division will be headed by a Director (D-1). The Division will ensure that programmes are formulated and implemented to engage the youth of the country in creative and competitive activities such as sports. The Division will also be responsible for supporting a modest programme of cultural activities that will enrich and promote local culture. The Director will be assisted by two senior education officers (P-4) who will coordinate curriculum development, assess the state of public schools and the education infrastructure in East Timor and plan and implement their reconstruction. They will be assisted in their tasks by four education officers (two P-3 and two P-2), whose functions will include training personnel. Four assistants (two General Service, Other level, and two Local level) will provide administrative and secretarial support to the Division. Six United Nations Volunteers will assist in the rehabilitation, reconstruction and design of models of primary and secondary schools, overseeing the development and implementation of plans for the education sector in East Timor. The reduction in the overall number of international staff is due primarily to the ongoing recruitment of qualified Timorese education officials.

189. The Division of Labour and Social Services, formerly the Office of Social Affairs and Labour, will be responsible for developing a social protection system (health insurance, unemployment insurance and social allowances), setting out a social welfare policy and establishing a framework for the regulation of working conditions. The Division will be headed by a senior labour officer (P-5). Two social affairs officers (one P-4 and one P-3) will assist the senior officer, whose main tasks will include investing in human and social resources development and establishing a national system of employment service centres. To accomplish these tasks, two social affairs officers (P-3) and two assistants (one General Service, Other level, and one Local level) will provide administrative support. Four United Nations Volunteers will assist in implementing labour and employment policies and job creation projects and in promoting labour relations, workers' organizations and employment services.

Office of the Deputy Special Representative of the Secretary-General for Humanitarian Assistance and Emergency Rehabilitation

190. The Office of the Deputy Special Representative of the Secretary-General for Humanitarian Assistance and Emergency Rehabilitation, which was established to coordinate emergency assistance such as food distribution, shelter and health services in the 13 districts of East Timor, will be phased out on 31 December 2000. During the remaining months of 2000, the Office will continue to monitor and assess the humanitarian situation throughout the country, introduce East Timorese civil servants to the management of systems planning and to the monitoring and evaluation of humanitarian needs and will train them both on the job and through formal training sessions.

191. The Office will intensify monitoring activities to ensure that the appropriate body within the East Timor Transitional Administration is fully informed on continuing humanitarian concerns and the status of ongoing quick-impact projects, which are managed by the Office.

192. Posts for humanitarian affairs officers will be transferred to the district administration of the East Timor Transitional Administration. The remaining 12 posts will be retained only until 31 December 2000. The Deputy Special Representative (Assistant Secretary-General) will be supported by an administrator (P-5), a field coordinator (P-4), a civil and military affairs officer (P-3), a field operations officer (P-3), a security officer (General Service, Other level), a secretary (General Service, Other level) and five clerical assistants (Local level).

Division of Administration

193. The proposed staffing reflects a reduction of 73 posts (1 P-5, 8 P-2, 61 Field Service and 3 United Nations Volunteers), which is offset by an increase of 63 posts (1 P-4, 34 General Service, Other level, and 28 Local level), resulting in a net decrease of 10 posts. Changes in the staffing requirements of the Division of Administration are proposed, as follows:

(a) Abolition of three local posts offset by an increase of one General Service (Other level) post, for a net reduction of two posts, in the Office of the Director of Administration;

(b) Redeployment of an aviation officer post (P-3) from the Aviation Safety Unit of the Office of the Director of Administration to the Air Operations Section in Integrated Support Services;

(c) Abolition of 11 Field Service posts in the Security Section of the Office of the Director of Administration;

(d) Abolition of 8 P-2 posts, 27 Field Service posts and 44 Local level posts, offset by an increase of 29 General Service (Other level) posts in the Finance Section in Administrative Services;

(e) Abolition of 16 posts in the Procurement Section in Administrative Services, consisting of 1 P-4, 1 P-3, 11 Local level and 3 United Nations Volunteer posts;

(f) One additional administrative assistant (Field Service) post for the Claims Unit, in view of the increase in the volume of claims handled by the Claims Review Board and the Local Property Survey Board;

(g) Six additional posts (one P-4, two P-3 and three General Service, Other level) for the Board of Inquiry Unit, reflecting the need for additional administrative officers and administrative assistants resulting from the sustained increase in the volume of inquiries conducted by the Board;

(h) Reclassification of one administrative assistant post from the General Service to the Field Service category in the Office of the Chief of the General Services Section;

(i) Abolition of seven posts (one P-3 and six Local level) in the Travel Unit;

(j) One additional General Service (Other level) post in the Mail and Pouch Unit;

(k) Abolition of 88 posts (1 P-4, 1 P-3, 21 Field Service and 65 Local level) in the Receipt and Inspection Unit resulting from the centralization of some functions from the districts as well as from the office in Darwin to mission headquarters in Dili;

(l) Abolition of 12 posts (11 Field Service and 1 General Service, Other level) in the Logistics Operations Section, resulting from the transfer of some logistics functions to military staff officers;

(m) Conversion of 124 staff currently on special service agreements to locally recruited staff in the Engineering Section;

(n) Restructuring of the former Electronic Data-Processing Unit and Communications Unit into the Electronic Services Section. This entails the reduction of one P-5, one P-3 and four General Service (Other level), posts offset by an increase of two P-4 posts;

(o) Increase of 45 posts in the Air Operations Section, comprising 3 P-3, 7 Field Service, 2 General Service (Other level) and 33 support staff (Local level) to provide necessary staffing at terminals in Baucau and Suai, East Timor, and Darwin, Australia.

B. Current and proposed staffing

	Professional category and above									*General Service and related categories*								
	USG	*ASG*	*D-2*	*D-1*	*P-5*	*P-4*	*P-3*	*P-2 P-1*	***Total***	*Field Service*	*Principal level*	*Other level*	*Security Service*	***Total***	*Local staff*	*National Officers*	*United Nations Volunteers*	***Grand total***
Office of the Special Representative of the Secretary-General and Transitional Administrator																		
Current	1	1	4	7	20	23	46	3	**105**	6	2	28	-	**36**	64	3	21	**229**
Proposed	1	1	2	4	11	17	50	-	**86**	4	4	13	-	**21**	118	9	33	**267**
East Timor Transitional Administration (formerly Governance and Public Administration)																		
Current	-	1	6	23	52	104	159	11	**356**	39	2	50	-	**91**	114	-	281	**842**
Proposed	-	1	6	23	73	128	169	40	**440**	32	2	78	-	**112**	171	-	606	**1 329**
Office of the Deputy Special Representative of the Secretary-General for Humanitarian Assistance and Emergency Rehabilitation																		
Current	-	1	1	-	2	1	3	-	**8**	1	3	1	-	**5**	10	-	-	**23**
Proposed	-	1	-	-	1	1	2	-	**5**	-	-	2	-	**2**	5	-	-	**12**
Office of the Force Commander																		
Current	-	1	-	-	-	-	-	-	**1**	-	1	1	-	**2**	10	-	-	**13**
Proposed	-	1	-	-	-	-	-	-	**1**	-	1	1	-	**2**	10	-	-	**13**
Division of Administration																		
Current	-	-	1	2	13	31	62	23	**132**	389	13	47	-	**449**	1 694	10	184	**2 469**
Proposed	-	-	1	2	12	32	62	15	**124**	328	13	81	-	**422**	1 722	10	181	**2 459**
Total																		
Current	**1**	**4**	**12**	**32**	**87**	**159**	**270**	**37**	**602**	**435**	**21**	**127**	-	**583**	**1 892**	**13**	**486**	**3 576**
Proposed	**1**	**4**	**9**	**29**	**97**	**178**	**283**	**55**	**656**	**364**	**20**	**175**	-	**559**	**2 026**	**19**	**820**	**4 080**

Annex I

Cost estimates for the period from 1 July 2000 to 30 June 2001

A. Summary statement

(Thousands of United States dollars)

		(1)	(2)	(3)	(4)
		1 July 1998 to 30 June 1999	*1 December 1999 to 30 June 2000*	*1 July 2000 to 30 June 2001*	
Category of apportionments		*Expenditures* [a]	*Apportionment* [b]	*Total estimates*	*Non-recurrent estimates*
I.	**Military personnel**				
	1. Military observers	-	4 574.2	6 424.3	-
	2. Military contingents	-	62 328.9	150 153.8	-
	3. Other requirements pertaining to military personnel				
	(a) Contingent-owned equipment	-	16 306.8	35 367.9	-
	(b) Self-sustainment	-	15 264.6	36 994.5	-
	(c) Death and disability compensation	-	1 506.9	2 000.0	-
	Subtotal, line 3	-	33 078.3	74 362.4	-
	Total, category I	-	**99 981.4**	**230 940.5**	-
II.	**Civilian personnel**				
	1. Civilian police	-	20 135.0	64 292.2	-
	2. International and local staff	-	57 857.1	124 337.7	-
	3. United Nations Volunteers	-	7 373.8	21 281.5	-
	4. Government-provided personnel	-	-	-	-
	5. Civilian electoral observers	-	-	-	-
	Total, category II	-	**85 365.9**	**209 911.4**	-
III.	**Operational requirements**				
	1. Premises/accommodation	-	23 935.1	11 082.6	1 946.5
	2. Infrastructure repairs	-	2 990.0	11 109.0	11 109.0
	3. Transport operations	-	19 592.8	15 853.5	2 879.6
	4. Air operations	-	37 400.2	58 210.1	2 765.2
	5. Naval operations	-	600.0	2 035.9	545.0
	6. Communications	-	24 175.7	14 884.1	10 276.8
	7. Other equipment	-	16 699.0	4 862.3	4 562.3
	8. Supplies and services	-	5 461.0	10 674.0	-
	9. Air and surface freight				
	(a) Transport of contingent-owned equipment	-	19 100.0	-	-
	(b) Commercial freight and cartage	-	4 900.0	1 500.0	-
	Subtotal, line 9	-	24 000.0	1 500.0	-
	Total, category III	-	**154 853.8**	**130 211.5**	**34 084.4**

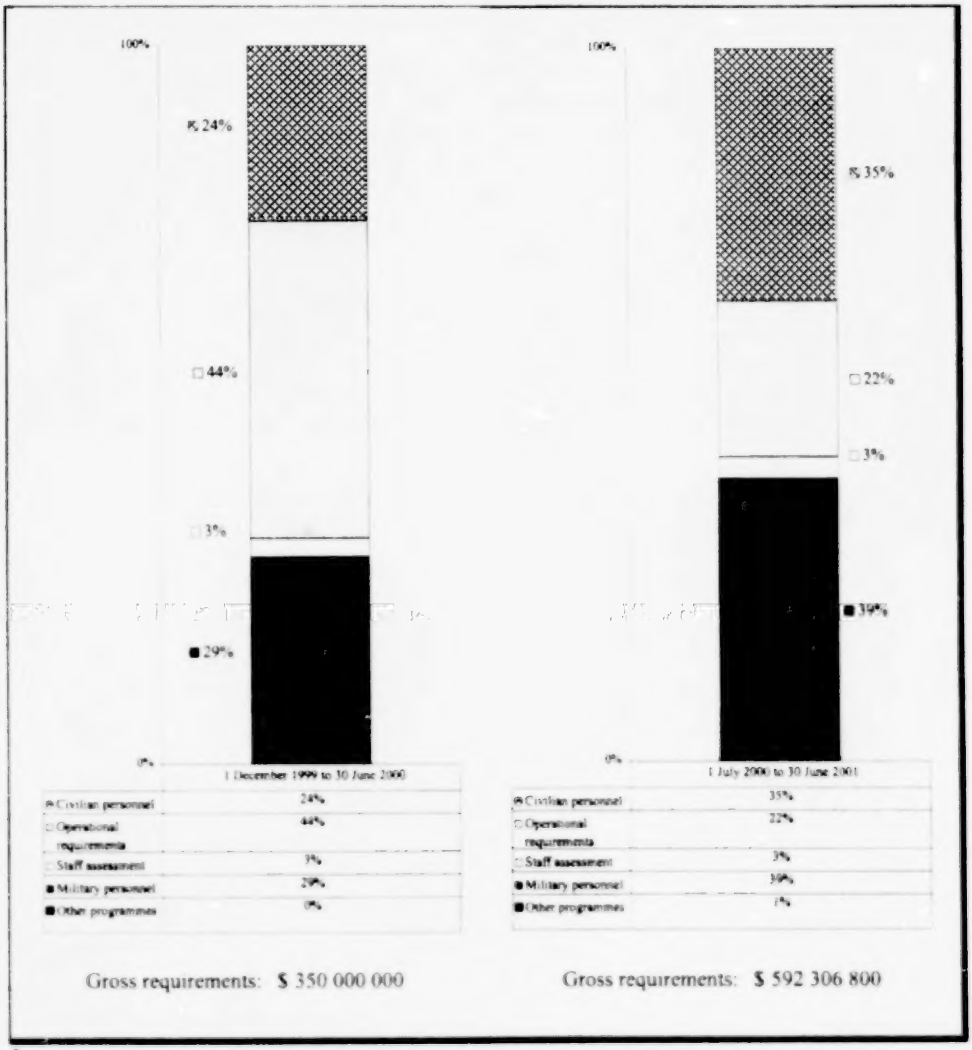
Category of apportionments	(1) 1 July 1998 to 30 June 1999 Expenditures [a]	(2) 1 July 1999 to 30 June 2000 Apportionment [b c]	(3) 1 July 2000 to 30 June 2001 Total estimates	(4) 1 July 2000 to 30 June 2001 Non-recurrent estimates
IV. Other programmes				
1. Election-related supplies and services	-	-	1 750.0	-
2. Public information programmes	-	883.2	1 550.0	675.6
3. Training programmes	-	-	103.0	23.0
4. Mine-clearing programmes	-	-	-	-
5. Assistance for disarmament and demobilization	-	-	-	-
Total, category IV	**-**	**883.2**	**3 403.0**	**698.6**
V. United Nations Logistics Base at Brindisi	-	-	-	-
VI. Support account for peacekeeping operations	-	-	-	-
VII. Staff assessment	-	**8 915.7**	**17 840.4**	-
Gross requirements, categories I-VII	-	350 000.0	592 306.8	34 783.0
VIII. Income from staff assessment	-	**(8 915.7)**	**(17 840.4)**	-
Net requirements, categories I-VIII	-	341 084.3	574 466.4	34 783.0
IX. Voluntary contributions in kind (budgeted)	-	-	-	-
X. Voluntary contributions in kind (non-budgeted)	-	-	-	-
Total	**-**	**350 000.0**	**592 306.8**	**34 783.0**

[a] Not applicable.

[b] Based on the appropriation provided by the General Assembly in its resolution 54/246 B of 7 April 2000.

[c] No provisions were required for the support account for peacekeeping operations and the financing of the United Nations Logistics Base at Brindisi.

B. Distribution of gross requirements by major cost component [a]



[a] Other programmes represent less than 1 per cent of total resources. Total may not add up to 100 per cent due to rounding.

C. Supplementary information

1. The authorized strength of UNTAET, as approved by the Security Council in its resolution 1272 (1999), comprises 200 military observers, 8,950 contingent personnel and 1,640 civilian police. Estimates for military observers reflect the reduction of personnel to 120 during the second half of the subject period. Requirements for contingent personnel take into account a delayed deployment factor of 10 per cent. International staff salaries are based on standard salary costs at New York for 30 per cent of the posts and salary scales for mission appointees for 70 per cent of the posts. With regard to standard common staff costs, a reduction of 25 per cent has been applied in respect of mission appointees. A reduction of 25 per cent has also been applied to the standard common staff costs for international staff on regular appointments. In addition, international staff costs take into account the application of a 20 per cent vacancy factor. Cost estimates for National Officers are based on the salary scale for Dili effective 1 February 2000 and include a 5 per cent vacancy factor. Requirements for local staff are based on the salary scale for Dili effective 1 February 2000 and include a 10 per cent vacancy factor. Operational costs are based on current contracts for logistical support as well as mission experience gained during the prior financial period.

Military personnel

Apportionment: $99,981,400; estimate: $230,940,500; variance: $130,959,100

2. The estimate under this heading provides for military observers ($6,424,300), military contingents ($150,153,800), contingent-owned equipment ($35,367,900), self-sustainment ($36,994,500) and death and disability compensation ($2,000,000).

Military observers

3. Against the authorized strength of 200 military observers, it is projected that the number will be reduced from 177 as at 31 July 2000 to 120 for the period from 31 January 2001 to 30 June 2001. The cost estimate takes into account the phased deployment schedule of personnel and provides for the repatriation of 57 military observers by 31 January 2001, mission subsistence allowance and clothing and equipment allowance at the rates shown in annex II.A.

Military contingents

4. The cost estimates are based on the authorized strength of contingent personnel and take into account a delayed deployment factor of 10 per cent. The increase from the prior period is attributable to the fact that the apportionment provided for the phased deployment of 6,643 troops for the period from 1 February to 30 June 2000. Requirements for reimbursement for formed civilian police units, which were included under this heading in the prior period, are now shown under civilian personnel costs.

5. Based on the current contract, requirements for rations are based on the unit cost of $7.90 per person per day, including $1.15 for bottled water, compared with the original unit cost of $18.50 and the revised unit cost of $12.50 per person per day in the prior period. The cost estimate also provides for two rotations of

contingent personnel troops and takes into account the decrease in the average rotation cost from $1,800 to $1,300 based on mission experience.

Other requirements pertaining to military personnel

6. The cost estimate provides for reimbursement for contingent-owned equipment and for self-sustainment to troop-contributing and formed police unit-contributing Governments.

7. On the basis of the average strength of military observers, contingent personnel and civilian police, the full requirement for death and disability compensation is estimated at $3,826,400. However, it is estimated that a reduced provision of $2,000,000 for the subject period would be sufficient to cover potential claims.

Civilian personnel

Apportionment: $85,365,900; estimate: $209,911,400; variance: $124,545,500

8. The estimate under this heading provides for civilian police, including civilian police cost reimbursement ($64,292,200), international and local staff ($124,337,700) and United Nations Volunteers ($21,281,500).

Civilian police

9. The phased deployment of civilian police will culminate in the deployment of the authorized strength of 1,640 personnel, including 1,350 civilian police by 30 April 2001 and 290 formed civilian police units by 31 January 2001. The cost estimates provide for the deployment, repatriation and one rotation of civilian police in accordance with the deployment schedule. Provision is also made for the deployment of the 50-person marine police unit and two rotations for 240 civilian police (formed units). Requirements for mission subsistence allowance and clothing and equipment allowance are based on the rates shown in annex II.A.

International and local staff

10. The cost estimates for international staff take into account the deployment of 1,215 personnel as well as the phasing out of 7 posts by 31 December 2000 and the deployment of an additional 26 staff for electoral operations. The provision is based on New York standard costs for 30 per cent of the posts and salary scales for appointments of limited duration for 70 per cent of the posts in the Professional and Field Service categories. Standard common staff costs for international staff include a 25 per cent reduction to take into account lower requirements for mission appointees. Cost estimates for salaries, common staff costs and mission subsistence allowance also include a 20 per cent vacancy factor. New provisions for consultants, overtime and general temporary assistance are based on mission experience in the prior period.

11. Estimates for National Officer and local staff salaries are based on salary scales for Dili effective 1 February 2000 and take into account a vacancy factor of 5 and 10 per cent respectively. Common staff costs are estimated on the basis of 40 per cent and 30 per cent of total net salaries for National Officers and local staff

respectively. The provision takes into account the phasing out of five local posts by 31 December 2000.

12. Based on mission experience in the prior period, requirements for official travel of staff include travel to Headquarters, Australia, Portugal and countries in the region by the Special Representative of the Secretary-General and his staff for political consultations and meetings. The provision also includes requirements for travel in the region by the Deputy Special Representative of the Secretary-General. Provision is also made for travel to and from Headquarters by senior staff of UNTAET as well as for staff of the Department of Peacekeeping Operations and its Field Administration and Logistics Division for political, administrative, military and logistical consultations. The cost estimates also include requirements for donor conferences, internal audit and training of staff at the United Nations Logistics Base at Brindisi, Italy.

United Nations Volunteers

13. It is proposed that the number of United Nations Volunteers be increased from its current authorized level of 486 to 820 personnel. The cost estimates provide for the phased deployment of an additional 328 personnel in various stages for the period from 1 September 2000 to 30 June 2001. These Volunteers will be involved in preparatory work for the election, which is tentatively scheduled for the third quarter of 2001. The cost estimates have been calculated on the basis of the cost of $2,920 per person per month, in accordance with the memorandum of understanding signed by the Office of United Nations Volunteers in Bonn, and reflect a 10 per cent vacancy factor.

Operational requirements

Apportionment: $154,853,800; estimate: $130,211,500; variance: ($24,642,300)

14. The estimate under this heading provides for requirements for premises/accommodation ($11,082,600), infrastructure repairs ($11,109,000), transport operations ($15,853,500), air operations ($58,210,100), naval operations ($2,035,900), communications ($14,884,100), other equipment ($4,862,300), supplies and services ($10,674,000) and air and surface freight ($1,500,000).

15. The decrease of $24,642,300 compared with the prior period is due primarily to reduced requirements for the rental and maintenance of premises, the acquisition of transport and communications equipment and air and surface freight. However, these reductions were offset in part by higher projected requirements for infrastructure repairs, air operations, naval operations and supplies and services.

Premises/accommodation

16. Estimates for the rental of premises include requirements for the Jakarta and Kupang liaison offices, the administrative/logistics rear base with warehouse facilities in Darwin, Australia, the Civilian Police Training Centre at the Northern Territory University in Darwin, premises in Denpasar, Indonesia, and office and warehouse premises in the regions of the mission area. Provision is also made for the rental of one vessel for the period from 1 July to 30 September 2000 only. No provision is made for office space in Darwin, as it has been confirmed that the

Government of the Northern Territory will provide these premises to UNTAET at no cost.

17. Requirements for alterations to and renovation of premises and maintenance supplies and services take into account new requirements as well as mission experience in the prior period. As most requirements were met during the prior period, reduced requirements under construction/prefabricated buildings relate only to the construction of a field hospital, additional office accommodation and the extension of the Civil Police Academy.

Infrastructure repairs

18. The cost estimates reflect an increase in requirements over the prior period, which is attributable primarily to the purchase and installation of equipment for the repair and upgrade of airports in Dili and Baucau. Provision is also made for the repair, upgrade and regular maintenance of roads that serve as major supply routes between Dili and the regions. The road network in the mission area has been either destroyed or damaged by heavy rainfall.

19. In addition, provision is made for the repair of bridges currently in place and the purchase of six sets of Bailey bridges, which will be required on the major supply routes. The estimate also includes the cost of Bailey bridges that have been permanently installed in the mission area by contingent personnel.

Transport operations

20. The vehicle establishment of UNTAET will comprise 1,348 United Nations vehicles and 1,962 contingent-owned vehicles.

21. The decrease in requirements is attributable primarily to the fact that most requirements for the purchase of vehicles and workshop equipment have been met in the prior period. Provision for the purchase of a limited number of vehicles and workshop equipment is included in the estimates.

22. Requirements for spare parts, repairs and maintenance and petrol, oil and lubricants take into account mission experience in the prior period. Additional requirements for vehicle insurance are based on current insurance rates for worldwide third-party liability coverage for United Nations-owned and contingent-owned vehicles.

Air operations

23. The cost estimates provide for an aircraft fleet of 21 helicopters and 5 fixed-wing aircraft for the full 12-month period and 1 helicopter for the period from 1 July to 30 September 2000 only. Detailed information on the lease of aircraft is provided in annex II.A. Requirements for hire/charter costs, positioning/depositioning costs and painting and preparation costs are based on current commercial contracts and letters of assist.

24. Estimates for aviation fuel and lubricants take into account varying fuel consumption rates for rotary and fixed-wing aircraft. Provision for liability and war-risk insurance is based on current insurance rates for aircraft under commercial charter.

25. The provision includes new requirements for air traffic control services and equipment and fuel storage containers, which are required to bring the airports in Dili and Baucau to international standards for operational safety. Provision for landing fees and ground handling take into account mission experience in the prior period.

Naval operations

26. The provision covers the lease of two heavy landing craft under letter-of-assist arrangements and one medium landing craft under commercial charter. These vessels are required for the delivery of supplies to areas that are inaccessible by road. The estimate provides for related requirements for hire/charter costs and fuel requirements.

27. In connection with the deployment of the marine police unit, the cost estimate also includes requirements for the purchase of five support vessels and related preparation costs.

Communications

28. The provision is based on the objective of providing an optimal level of communication services to meet operational requirements throughout the mission area. Requirements for additional satellite equipment take into account the mission's experience with the failure rate of the earth stations resulting from power supply fluctuations. VSAT terminals that were transferred from Angola are beyond their life expectancy and need to be replaced by more technologically advanced equipment. Additional requirements for microwave links are based on a projected increase in operations in the 13 districts. Additional VHF, HF and UHF equipment takes into account the increase in the number of civilian personnel. An analysis has indicated that it would be more cost-effective to purchase rather than lease the INMARSAT Mini-M terminals required by the mission.

29. Provision under this heading reflects a decrease from the prior period, arising from the purchase of necessary equipment in the prior period and reduced requirements for spare parts and supplies, based on mission experience in the prior period. However, these reductions were offset by additional requirements for the purchase of communications and workshop equipment and higher requirements for commercial communications.

Other equipment

30. Most of the mission's requirements for equipment were met in the prior period. The cost estimate provides for the purchase of additional equipment, taking into account the deployment level of military personnel and the increase in number of international and local staff and United Nations Volunteers.

Supplies and services

31. The increase in requirements for miscellaneous services is based on mission experience from the prior period and takes into account additional requirements for contractual and other miscellaneous services and projected new requirements for data-processing services, security services and claims and adjustments.

32. The cost estimates for miscellaneous supplies take into account mission experience and the proposed increase in civilian staffing. The provision reflects higher requirements for stationery and office supplies, medical supplies, sanitation and cleaning materials and quartermaster and general stores, which are offset by reduced requirements for uniform items, flags and decals, field defence stores and operational maps.

Air and surface freight

33. The decrease in requirements under this heading is attributable primarily to the non-requirement for transport of contingent-owned equipment. Reduced requirements for commercial freight and cartage are based on mission experience.

Other programmes

Apportionment: $883,200; estimate: $3,403,000; variance: $2,519,800

34. The estimate under this heading provides for election-related supplies and services ($1,750,000), public information programmes ($1,550,000) and training programmes ($103,000).

Election-related supplies and services

35. Provision is made for preparatory requirements for the election in East Timor, which is tentatively scheduled for the third quarter of 2001. The cost estimates provide for the purchase of electoral materials and supplies as well as the cost of services of consultants who will provide technical advice on the preparation and conduct of the elections.

Public information programmes

36. Cost estimates under this heading provide for the purchase of other equipment, including generators, studio equipment and broadcast transmitting equipment, the acquisition of materials and supplies and higher contractual services for Radio UNTAET and UNTAET TV. The increase in requirements for public information production costs is based on mission experience and reflects current requirements for the printing of UNTAET newsletters, brochures, posters and pamphlets in support of the various public information programmes of the mission.

Training programmes

37. The cost estimates provide for the purchase of various types of audio equipment and related supplies for the conduct of training courses for the local staff of UNTAET, civilian police and other military and civilian personnel.

Staff assessment

Apportionment: $8,915,700; estimate: $17,840,400; variance: $8,924,700

38. The amount budgeted under this heading represents the difference between gross and net emoluments, that is, the amount of staff assessment to which United Nations staff members are subject, in accordance with the Staff Regulations of the

United Nations. Staff assessment takes into account a 20 per cent vacancy factor for international staff, a 5 per cent vacancy factor for National Officers and a 10 per cent vacancy factor for local staff.

Annex II

Cost estimates for the period from 1 July 2000 to 30 June 2001: analysis

A. Standard and mission-specific costs

Description	Previous estimate	Average strength	Proposed estimate: Standard cost	Proposed estimate: Cost in excess of standard (Mission cost)	Proposed estimate: Mission cost	Proposed estimate: Annual cost	Explanation
1. Mission subsistence allowance							
East Timor	109		*	109			Rate has been in effect since November 1999
Darwin	131		*	131			
2. Travel costs (one-way)							
Military observers	2 500		*	2 500			
Military contingents			*				
Infantry personnel	900		400	650			Based on mission experience
Support personnel	900		400	650			
Civilian police	2 500			2 500			
Civilian police – formed units	900			650			
3. Military personnel							
Military observers	200	140					In accordance with phased reduction of personnel
Military contingents	8 450	7 618					Takes into account a delayed deployment factor of 10 per cent
Infantry personnel		4 361					
Support personnel		2 277					
Staff officers		240					
4. Troop reimbursement							
(a) Pay and allowance			988		988		
(b) Specialist allowance			290		290		
Infantry			10 per cent		10 per cent		Payable for 10 per cent of the unit
Logistic support			25 per cent		25 per cent		Payable for 25 per cent of the unit
5. Clothing and personal equipment allowance							
Military observers			200			200	
Military contingents			70		70		
Civilian police			200			200	
6. Welfare							
Recreational cost	10 50		10 50	10 50			Payable for up to seven days for every six-month period of service
Recreational equipment			9 00		9 00		
7. Rations							
Rations	10 50 *		*	9 75			Based on current contract
Bottled water			*	1 15			Idem
8. Daily allowance	1 20		1 20	1 20			
9. Contingent-owned equipment							
Military contingents							
Major equipment	16 516 800					14 519 400	
Special equipment							
Civilian police – formed units							
Major equipment						849 500	
Special equipment							
10. Self-sustainment	17 816 000					16 994 500	
Military contingents						16 177 000	
Civilian police – formed units						817 500	

Description	Previous authorization	Average strength	Proposed estimates: Standard cost	Proposed estimates: Cost per: Days cost	Proposed estimates: Cost per: Months cost	Proposed estimates: Cost per: Annual cost	Explanations
			United States dollars				
11. **Death and disability compensation**	40 000		40 000	40 000			Based on 1 per cent of the total strength of military observers, military contingents and civilian police
12. **Civilian personnel**							
Civilian police	1 350	1 320					Based on phased deployment schedule
Civilian police: formed units	240	265					Takes into account phased deployment of marine unit
International staff	1 165	972					Based on deployment schedule; includes 20 per cent vacancy factor
National Officers	13	10					Includes 5 per cent vacancy factor
Local staff	1 892	1 543					Includes 10 per cent vacancy factor
United Nations Volunteers	486	607					Based on deployment schedule; includes 10 per cent vacancy factor
13. **Civilian police cost reimbursement (formed units)**							
Pay and allowance			988		988		
Specialist allowance			291		291		
			10 per cent		10 per cent		Payable for 10 per cent of the unit
Clothing and equipment allowance			70		70		
Recreational leave	10.50		10.50	10.50			Payable for up to seven days for every 6-month period of service
Rations	10.50		*	6.75			Based on current contract
Bottled water			*	1.15			Idem
Daily allowance	1.28		1.28	1.28			
14. **Local staff**							
Net salary	335		*		250		Based on G-4 step 2 of salary scale effective 1 February 2000
Common staff costs			*		75		Estimated at 30 per cent of total net salary
Staff assessment			*		54		
15. **National Officers**							
Net salary	1 034		*		1 150		Based on NO-B step IV of salary scale effective 1 February 2000
Common staff costs			*		455		Estimated at 40 per cent of total net salary
Staff assessment			*		287		
16. **Consultants**			*			240 000	Experts in customs, statistics, judicial affairs, infrastructure, etc.
17. **Overtime**			*			80 000	Based on 1.5 per cent of local staff salaries
18. **General temporary assistance**			*			60 000	For labourers paid on a daily basis
19. **United Nations Volunteers**							
Service contract	2 150		*		2 920		Based on memorandum of understanding with United Nations Volunteers at Geneva
20. **Hazard pay**							
International staff	1 080		1 080				Discontinued as at 1 March 2000
National Officers	364		*				Idem
Local staff	143		*				Idem
United Nations Volunteers	405		*				Idem
21. **Overtime**			*		6 667		For local staff who are required to work beyond normal hours
22. **Other travel**			*				
Special Representative and staff to New York, Australia, Portugal and countries in the region	175 200					145 000	Consultations and meetings on political aspects
Deputy Special Representative to countries in the region	31 200					50 000	Consultations on political, security and economic issues
Military adviser	6 400					7 000	Consultations and meetings on military aspects
Chief Administrative Officer	6 400					8 000	Budget reviews and consultations on administrative matters

Description	Previous submission	Average strength	Proposed estimates: Standard cost	Proposed estimates: Cost of daily cost	Proposed estimates: Monthly cost	Proposed estimates: Annual cost	Explanation
				(United States dollars)			
DPKO senior staff	56 700					61 600	Consultations on political, logistical and military issues
Field Administration and Logistics Division staff	52 200					60 000	Finance, technical assistance and logistical support
Internal audit	21 900					21 200	Two auditors for a period of 28 days
Donor conferences						155 000	To support the conduct of pledging conferences
Training						60 000	Training at the United Nations Logistics Base at Brindisi on administrative and logistical matters
Procurement travel						50 000	
Within mission travel	350 300					150 000	For administrative, finance and logistical matters
23. Rental of premises							
Jakarta Liaison Office	4 000		*	4 000			
Kupang Liaison Office	-		*	270			
Premises in Denpasar			*	165			
Premises in enclave of Oekusi			*	800			
Logistics rear base with warehouse facilities	5 000		*	5 000			
Civilian Police Training Centre	10 000		*	12 775			Increase in rental cost
Northern Territory University							
Regional offices and warehouses			*	300			
Small vessel (Amor 9)	218 443		*				
Big vessel (Olympia Barge)	890 775		*	269 500			For the period from July to September 2000 only
24. Maintenance supplies	21 450		10 per cent of rent	20 833			Based on mission experience
25. Maintenance services	30 000		10 per cent of rent	3 750			Based on mission experience
26. Utilities	347 400						
Electricity			*	34 000			Based on mission experience
Water			*	17 000			Idem
Generator fuel			*	595 242			Idem
27. Vehicles	1 165						
(a) United Nations-owned							
Civilian-pattern		1 348					
Trailers		-					
(b) Contingent-owned							
Military-pattern		1 324					
Trailers		635					
(c) Rented		33					Mainly material handling equipment for varying rental periods
28. Spare parts and maintenance of vehicles	150						
(a) United Nations-owned							
Civilian-pattern			110 550	110			Based on mission experience
Trailers			80	110			*Idem*
(b) Contingent-owned			550				
(c) Rented			110 550				
29. Petrol and lubricants	48 600						
Civilian-pattern			*	144 937			Based on average fuel usage of 11 litres per day at $0.322 per litre
Military-pattern			*	600 648			Based on average fuel usage of 50 litres per day at $0.322 per litre

Description	Previous submission	Average strength	Proposed estimates: Standard cost	Unit or daily cost	Monthly cost	Annual cost	Explanation
			(United States dollars)				
30. Vehicle insurance	13						
Civilian-pattern			550			287	Current rates for worldwide insurance coverage
Military-pattern			550			287	
Rented			*			13	
31. Helicopters (number)							
Military, light	7						
Alouette III		4					
Bell 206		1					
Lama		1					
Military, medium	6						
HU-1H		4					
HU-1D		1					For the period from July to September 2000 only
Puma		2					
Military, heavy	-						
MI-26		1					
Commercial, air mobile	1	-					
Commercial, medium	6						
Bell 212		1					
Bell 212 AMI		1					
MI-8		2					
Super Puma		2					
Commercial, heavy	2	-					
32. Monthly block hours (each)							
Military, light							
Alouette III		50					
Bell 206		47					
Lama		60					
Military, medium							
HU-1H		33					
Puma		50					
Military, heavy							
MI-26		50					
Commercial, medium							
Bell 212		40					
Bell 212 AMI		45					
MI-8		40					
Super Puma		45					
33. Monthly extra hours (each)							
Commercial, medium							
Bell 212		30					
Bell 212 AMI		45					
MI-8		50					
Super Puma		40					
34. Helicopter rental, block hours (each)							
Military, light	51 000						
Alouette III			*		21 990		9 or 30 block hours at $733 per hour
Bell 206			*		37 329		9 or 47 block hours at $794 per hour
Lama			*		52 000		9 or 80 block hours at $650 per hour
Military, medium	240 000						
HU-1H			*		22 044		For 33 block hours at $668 per hour
Puma			*		240 000		For 80 block hours at $3 000 per hour
Military, heavy	-						
MI-26			*		675 000		For 50 block hours at $13 500 per hour

Description	Previous submission	Average strength	Proposed estimates: Standard cost	Unit or daily cost	Monthly cost	Annual cost	Explanation
				(United States dollars)			
Commercial, medium	80 000						
Bell 212			*		104 200		For 40 block hours at $2,605 per hour
Bell 212 AME			*		176 125		For 45 block hours at $3,914 per hour
MI 8			*		140 000		For 40 block hours at $3,500 per hour
Super Puma			*		229 075		For 45 block hours at $5,091 per hour
35. Helicopter rental, extra hours (each)							
Commercial, medium	22 500						
Bell 212			*		20 250		For 30 extra hours at $675 per hour
Bell 212 AME			*		29 800		For 40 extra hours at $745 per hour
MI 8			*		-		No additional cost for 30 extra hours
Super Puma			*		43 800		For 40 extra hours at $1,095 per hour
36. Helicopter fuel (each)							
Military, light	10 080						
Alouette III			*		2 190		Fuel usage of 225 litres per hour at $0.32 per litre
Bell 206			*		5 715		Fuel usage of 380 litres per hour at $0.32 per litre
Lama			*		5 630		Fuel usage of 220 litres per hour at $0.32 per litre
Military, medium	17 280						
HU-1H			*		4 224		Fuel usage of 400 litres per hour at $0.32 per litre
Puma			*		15 360		Fuel usage of 600 litres per hour at $0.32 per litre
Military, heavy	-						
MI-26			*		54 400		Fuel usage of 3,400 litres per hour at $0.32 per litre
Commercial, medium	17 280						
Bell 212			*		8 512		Fuel usage of 380 litres per hour at $0.32 per litre
Bell 212 AME			*		10 336		Fuel usage of 380 litres per hour at $0.32 per litre
MI 8			*		17 920		Fuel usage of 800 litres per hour at $0.32 per litre
Super Puma			*		14 144		Fuel usage of 520 litres per hour at $0.32 per litre
37. Helicopter insurance (each)	109 440					112 300	For helicopters under commercial contract
38. Fixed-wing aircraft (number)							
Utility, light	1						
Westwind 1124		1					
Medium, cargo/pax, turboprop	2						
Caribou		2					
Heavy, cargo, turboprop	2						
Lockheed L100-30		2					
39. Monthly block hours (each)							
Utility, light							
Westwind 1124		40					
Medium, cargo/pax, turboprop							
Caribou		50					
Heavy, cargo, turboprop							
Lockheed L100-30		60					
40. Monthly extra hours (each)							
Utility, light							
Westwind 1124		35					
Medium, cargo/pax, turboprop							
Caribou		-					
Heavy, cargo, turboprop							
Lockheed L100-30		40					
41. Fixed-wing rental, block hours (each)							
Utility, light	108 000						
Westwind 1124			*		78 667		For 40 block hours at $1,967 per hour
Medium, cargo/pax, turboprop	270 000						
Caribou			*		102 650		For 50 block hours at $2,053 per hour

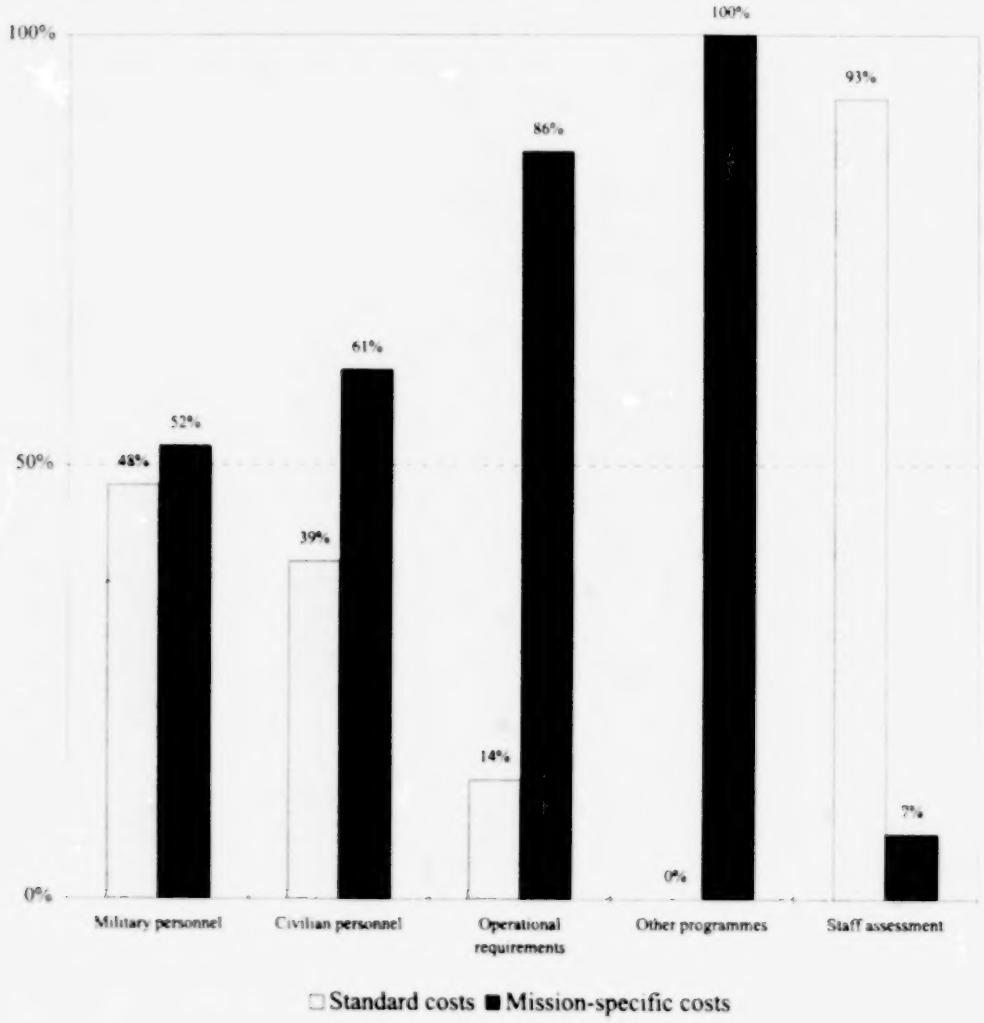
Description	Personnel (strength)	Average strength	Standard cost	Estimated expenditures (Cost of) Basic	Attendant	Annual	Explanations
			(United States dollars)				
Heavy: cargo: turboprop	175 000						
Lockheed L100-30			*	341 650			For 60 block hours at $5 710 per hour
Lockheed L100-30			*	317 100			For 60 block hours at $5 285 per hour
42. Fixed-wing fuel (cash)			*				
Utility: light:	23 400						
Westwind 1124				24 000			Fuel usage of 1 800 litres per hour at $0 32 per litre
Medium: cargo/pax: turboprop	98 830						
Caribou				10 320			Fuel usage of 400 litres per hour at $0 516 per litre, including delivery
Heavy: cargo: turboprop	130 000						
Lockheed L100-30				80 000			Fuel usage of 2 500 litres per hour at $0 32 per litre
43. Fixed-wing insurance	8 000		*		105 800		For aircraft under commercial contract
44. Other air operations requirements							
Air traffic control services and equipment			*	154 000			To bring Dili and Baucau airports to international safety standards
Landing fees and ground handling	62 000		*	89 317			Based on mission experience
Fuel storage containers	-		*	13 400			Rental of fuel containers for storage of aviation gasoline
45. Naval operations							
Hire/charter costs	600 000		*		600 000		Lease of 2 vessels under LOA and 1 vessel under commercial contract
Fuel	-		*		524 950		For three vessels
46. Communications spare parts and supplies	248 663		*	82 242			Based on mission experience
47. Commercial communications							
Transponder	66 667		*	66 667			
INMARSAT-M	121 500		*	90 000			Based on mission experience
Telephone lines (Darwin and Dili)	44 000		*	40 000			12mv
Mobile telephones	30 000		*	50 000			Greater number and usage of equipment
Pouch and postage			*	25 000			Included under telephone lines in the prior period
Internet service			*	30 000			
48. Other equipment spare parts, repairs and maintenance	50 000		*	25 000			Based on mission experience
49. External audit	90 000		*		70 500		Lower revised requirements from the Board of Auditors
50. Contractual services							
Camp cleaning services	76 542		*	30 500			Based on mission experience
Laundry (military personnel)	-		*	8 333			For 256 staff officers assigned at force headquarters
Haircutting (military personnel)	-		*	800			
Tailoring (military personnel)	-		*	1 000			
Waste management	60 000		*	202 167			Collection and disposal of all hazardous and non-hazardous waste
Lease of photocopiers	71 429		*	153 508			Based on current contract
Delivery of propane gas	-		*	27 450			
Engineering services	155 900		*	166 667			
51. Data processing services	-		*	8 333			Licensing fees for LotusNotes, Reality, Sun and ProGen systems
52. Security services	-		*	12 250			Security services for the rear logistics base in Darwin
53. Medical treatment and services	134 229			20 000			Based on mission experience
54. Claims and adjustments	-			8 333			For third-party claims for loss/damage to personal property
55. Official hospitality	-		*	1 500			Based on mission experience

Description	Previous estimate	Average strength	Standard cost	Proposed estimate: Variance (Amount / Percentage)	Proposed estimate: Total cost	Proposed estimate: Revised cost	Explanation
				Increase / Decrease			
56. Miscellaneous other services	10 000		*		16 000		Higher bank charges in light of mission experience
57. Stationery and office supplies	58 129				50 000		Based on mission experience
58. Medical supplies	42 857				50 000		Increase from 2 to 3 clinics in the mission area
59. Sanitation and cleaning materials	10 000				9 167		
60. Subscriptions	286		286		586		Additional requirements for legal publications
61. Electrical supplies			*		5 000		Requirements for mission premises
62. Uniforms, flags and decals	67 500				33 333		Reduced requirements based on mission experience
63. Field defence stores	71 429		*		18 667		Availability of excess stock from the prior period
64. Operational maps	4 167				417		Lower requirements based on mission experience
65. Quartermaster and general stores	1 282				41 667		Higher projected requirements for military and civilian personnel
66. Election-related supplies and services							
Materials and supplies			*		125 000		In preparation for elections in mid-2001
Consultants			*		20 833		Services of 10 electoral experts for preparation for elections
67. Public information programmes							
Materials and supplies	12 143		*		7 167		Lower requirements based on mission experience
Contractual services	8 571		*		25 263		
Public information production costs	10 000		*		40 417		Higher requirements for newsletters, brochures and pamphlets
68. Training							
Supplies			*		5 667		Supplies for workshops for civilian personnel

*No standard cost exists for this item.

[illegible] to the original estimate, which was superseded by the revised estimate of $42,70[illegible]

B. Distribution of resources by budgetary parameters: standard and mission-specific costs



C. Non-recurrent requirements

(Thousands of United States dollars, unless otherwise indicated)

	(1)	(2)	(3)	(4) = (2)+(3)	(5)	(6) = (4)×(5)
	Current inventory as at 30 June 2000 [a]	Proposed units				
		Replacement	Additional	Total	Unit cost [b]	Estimate
I. Operational requirements						
1. Premises and accommodation						
(a) Alteration and renovation of premises						
Renovation of headquarters for civilian police						36.0
Civilian police stations in Begola and Comoro						4.0
Renovation of building for Communications Section						7.0
Renovation of transport workshop - phase II						150.0
Renovation of building for Department of Infrastructure						90.0
Renovation of 12 regional offices and 60 sub-district offices						800.0
Renovation of radio transmission sites for Radio UNTAET						114.7
Renovation of telecommunications building						200.0
Upgrade of Dili seaport						400.0
Subtotal, line 1(a)						1 712.7
(b) Construction prefabricated buildings						
Construction of field hospital in Suai						62.1
Office accommodation in Los Palos						10.7
Extension of Civilian Police Academy						20.0
Plumbing and pipe connections for prefabricated buildings						159.0
Subtotal, line 1(b)						251.8
Total, line 1						1 926.5
2. Infrastructure repairs						
(a) Upgrading of airstrips						2 000.0
(b) Upgrading of roads						4 000.0
(c) Repair of bridges						
Purchase of 6 sets of Bailey bridges						2 400.0
Installation and cost of Bailey bridges (400-ft)						1 800.0
Repair of bridges of Cassa						600.0
Repair of bridges in Natarbora-Betano						450.0
Subtotal, line 2(c)						5 250.0
Total, line 2						11 109.0
3. Transport operations						
(a) Purchase of vehicles						
Pick-up, utility, 4x4	180	-	97	97	16.0	1 552.0
Bus, medium	2	-	1	1	55.0	55.0
Truck, light, drop side	3	-	12	12	22.0	264.0
Truck, medium, drop side	2	-	4	4	38.0	152.0
Crane, light	-	-	3	3	33.0	99.0
Crane, medium	-	-	3	3	48.0	144.0
Truck, fuel, light	-	-	1	1	28.0	28.0
Truck, fuel, medium	5	-	3	3	55.0	165.0
Truck, water, medium	-	-	1	1	55.0	55.0
Subtotal	192	-	125	125	330.0	2 494.0
Freight at 15 per cent						374.1
Subtotal, line 3 (a)						2 868.1
(b) Workshop equipment						11.5
Total, line 3						2 879.6
4. Air operations						
(a) Helicopter operations						
Positioning/depositioning costs						2 272.0
Painting/preparation						288.0
Subtotal, line 4 (a)						2 560.0

	(1)	(2)	(3)	(4) = (2)+(3)	(5)	(6) = (4)x(5)
	Current inventory as at 30 June 2000 [a]	Proposed units: Replacement	Additional	Total	Unit cost [b]	Total cost
(b) Fixed-wing aircraft						
Positioning/depositioning costs						192.6
Painting/preparation						12.6
Subtotal, line 4 (b)						**205.2**
Total, line 4						**2 765.2**
5. Naval operations						
Acquisition of five support vessels, including freight						345.0
Purchase of navigational aids for marine unit						200.0
Total, line 5						**545.0**
6. Communications						
(a) Communications equipment						
Satellite equipment						
INMARSAT Mini-M	68	44	-	30	3.0	90.0
EF Data satellite transceiver	10	-	3	3	27.0	81.0
Low-noise amplifier	18	2	4	6	2.0	12.0
Waveguide switch	7	1	-	1	2.5	2.5
EF Data modem protection switch	9	4	4	8	3.0	24.0
Waveguide switch model 2AFS(cold)	7	1	4	5	1.5	7.5
EF Data transceiver protection switch	11	-	4	4	3.0	12.0
EF Data satellite modem	19	-	9	9	7.6	68.4
Cisco router	52	-	4	4	5.3	21.2
Miscellaneous parts	-	-	1	1	10.0	10.0
Modem	7	2	-	2	67.0	134.0
High-power amplifier	-	-	2	2	50.0	100.0
EF Data TWTA redundancy switch	-	-	1	1	3.0	3.0
EF Data C-band up-converters	-	-	2	2	14.0	28.0
EF Data up-converter redundancy switch	-	-	2	2	4.0	8.0
EF Data C-band down-converters	-	-	2	2	14.0	28.0
EF Data down-converter redundancy	-	-	1	1	4.0	4.0
System integration kit	-	-	1	1	5.5	5.5
High-power transceiver redundant system	7	1	-	1	90.0	90.0
C-band transceiver	10	2	-	2	27.0	54.0
Modem for redundant switch	7	4	-	4	70.0	280.0
SDM-300A satellite data modem	11	8	-	8	7.6	60.8
Microwave equipment						
Microwave link	28	-	36	36	25.0	900.0
DC rectifier	-	-	63	63	1.5	94.5
Cisco router with E1 interface	-	-	17	17	63.0	1 071.0
Sealed DC battery	-	-	144	144	0.1	14.4
7200 m transmission line	-	-	7 200	7 200	0.005	36.0
Coaxial connector	-	-	150	150	0.02	3.0
Mini-link E, 4*2	-	-	17	17	22.0	374.0
Mini-link E, 8*2	-	-	8	8	25.0	200.0
Mini-link E, 16*2	-	-	2	2	28.0	56.0
Modular modem eliminator	-	-	24	24	1.3	31.2
VHF, HF, UHF, FM and AM equipment						
APCO 25 VHF radio system	-	1	-	1	250.0	250.0
Mobile radio	1 057	-	1 000	1 000	0.5	500.0
VHF repeater	37	-	85	85	1.5	127.5
Digital paging system	-	-	1	1	80.0	80.0
UHF radio equipment	-	-	1	1	40.0	40.0
Marine band radio	-	-	20	20	0.5	10.0
Hand-held radio, aircraft band	25	-	40	40	0.5	20.0

		(1)	(2)	(3)	(4) = 2+3	(5)	(6) = 4x5
		Current inventory as at 30 June 2000 [a]	Proposed units				
			Replacement	Additional	Total	Unit cost [b]	Total cost
	Software for RF path and coverage	-	-	1	1	25.0	25.0
	Hardware, cabinets and fittings						-
	Software for frequency spectrum						-
	VHF and UHF data equipment	-	-	25	25	1.0	25.0
	VHF air band transceiver base	5	-	1	1	38.0	38.0
	Radio transmission line equipment	94	-	2	2	100.0	200.0
	Telephone equipment						
	MD-110 all-contained module	10	-	10	10	24.5	245.0
	Digital telephone	515	-	300	300	0.25	75.0
	Analog telephone	2 064	-	80	80	0.5	40.0
	Mobile asset locator and tracking system		-	1 100	1 100	2.50	2 750.0
	Facsimile equipment						-
	Facsimile machine	170	-	30	30	1.5	45.0
	Subtotal						**8 374.5**
	Freight at 15 per cent						**1 256.2**
	Total, line 6(a)						**9 630.7**
(b)	Workshop and test equipment						
	Guyed tower completed with ground	1	-	20	20	2.6	52.0
	Power supply	23	-	6	6	4.6	27.6
	Oscilloscope	9	-	6	6	12.0	72.0
	Modular work bench	10	-	6	6	0.5	3.0
	Installation and maintenance tool package	-	-	6	6	2.0	12.0
	Digital analyser	2	-	6	6	6.7	40.2
	Spectrum analyser	8	-	6	6	26.5	159.0
	Test equipment for VHF workshops						100.0
	Tools for workshops						46.0
	Various drill-bit sets and adapter kits						50.0
	Subtotal						**561.8**
	Freight at 15 per cent						**84.3**
	Total, line 6(b)						**646.1**
	Total, line 6						**10 276.8**
7	Other equipment						
(a)	Office furniture						
	Filing cabinet, 2-drawer	335	-	1 500	1 500	0.2	300.0
	Cupboard, steel, 2-door, lockable	110	-	305	305	0.14	42.7
	Desk	1 175	-	608	608	0.23	139.8
	Subtotal						**482.5**
	Freight at 15 per cent						**72.4**
	Subtotal, line 7(a)						**554.9**
(b)	Office equipment						52.1
(c)	Data-processing equipment						
	Digital camera identification system	1	-	2	2	1.0	2.0
	Printer for identification cards	8	-	2	2	9.5	19.0
	In-focus 755 projector	-	-	12	12	6.0	72.0
	Pro-presentation player	-	-	12	12	0.5	6.0
	Document camera	-	-	12	12	0.7	8.4
	Digital camera	30	-	50	50	1.0	50.0
	Computer, desktop	1 570	-	200	200	1.5	300.0
	Computer, laptop	350	-	175	175	2.4	420.0
	UPS, 1000-KVA	115	-	300	300	0.65	195.0
	Printer, laser-jet	1 100	-	396	396	0.5	198.0
	File server with back-up and recovery	60	-	14	14	33.0	462.0

		(1)	(2)	(3)	(4) = (2)+(3)	(5)	(6) = (4)×(5)
		Current inventory as at 30 June 2000 [a]	*Proposed units*				
			Replacement	*Additional*	*Total*	*Unit cost* [b]	*Total cost*
	Hubs and switches	-	-	146	146	1.7	248.2
	Router	37	-	30	30	10.0	300.0
	Firewall	-	-	2	2	20.0	40.0
	Software, various						300.0
	Subtotal						**2 620.6**
	Freight at 15 per cent						**393.1**
	Subtotal, line 7(c)						**3 013.7**
(d)	Observation equipment						100.6
(e)	Medical and dental equipment						402.5
(f)	Accommodation equipment						57.6
(g)	Miscellaneous equipment						380.9
	Total, line 7						**4 562.3**
	Total, category I						**34 084.4**
II.	**Other programmes**						
1.	Election-related supplies and services						-
2.	Public information programmes						
	Radio UNTAET						
	Master clock system		-	1	1	8.0	8.0
	Radio transmitting system		-	3	3	120.0	360.0
	Satellite receiver for transmitter link		-	14	14	5.0	70.0
	Generator, 5-KVA		-	5	5	7.3	36.5
	Generator, 15-KVA		-	8	8	8.0	64.0
	Public address system, portable		-	1	1	3.0	3.0
	UNTAET TV						
	Studio lighting equipment						6.0
	Studio production equipment						40.0
	Subtotal						**587.5**
	Freight at 15 per cent						**88.1**
	Total, line 2						**675.6**
3.	Training programmes						23.0
4.	Mine-clearing programmes						-
5.	Assistance for disarmament and demobilization						-
	Total, category II						**698.6**
	Total, categories I and II						**34 783.0**

[a] As contained in the mission's expenditure report as at 30 June 1999.

[b] As reflected in the Standard Cost Manual, whenever applicable.

Annex III

Implementation of previous recommendations of the Advisory Committee on Administrative and Budgetary Questions

Request (A/54/804)	Response
The cost factors used in the estimates may be optimistic, as experience has shown continuing difficulty in quickly deploying civilian police personnel. The Advisory Committee believes that arrangements for the timely deployment of properly qualified and equipped civilian police personnel should be urgently reviewed (para. 14). The Committee observes that the role and effectiveness of the civilian police component of UNTAET in maintaining law and order and developing a credible, professional and impartial East Timorese police force remains critical. In the view of the Committee, the quick and full deployment of this component of the mission should accordingly receive top priority from the Secretariat and Member States. Furthermore, in view of the evolving political situation in East Timor, the Committee trusts that in the next assessment of mission needs, the Secretary-General will pay particular attention to the adequacy of the civilian police component of UNTAET (para. 15).	Since January 2000, the number of civilian police rose from 400 to 1,368 (as at 5 September 2000), including two rapid-reaction units totalling 240 personnel. In this connection, it is anticipated that the full authorized strength of 1,640 personnel will be reached by April 2001. It should be noted that, in view of the evolving political situation and the increased presence of militia in East Timor, an accelerated programme has been under way to redeploy both peacekeeping forces and civilian police to the subdistrict level, particularly in remote areas of the territory.
The Committee notes that the effectiveness of the police would also depend on the facilities provided, including a sufficient number of interpreters with a satisfactory level of skill to provide effective interpretation services, as any investigation or inquiry would have to be done through an interpreter. The Committee requests that the number of interpreters be reviewed in the light of the experience and operational effectiveness of the mission, taking into account all the requirements of the mission (para. 16).	The budgeted number of locally recruited interpreters (language assistants) assigned to civilian police, military observers and contingent personnel is maintained at 600. Their distribution varies according to operational needs and the number of personnel of the respective components. Although it would be desirable to do so, no increase in their staffing is envisaged at the present, owing to the difficulties experienced by the mission in identifying, recruiting and retaining qualified language assistants.

	To remedy the situation in the medium to long term, language training programmes are under way, as outlined in the response to the observation of the Advisory Committee in paragraph 35 of its report. Furthermore, a cadre of international and United Nations Volunteers translators/interpreters have been engaged to provide sensitive, complex and high-level interpretation and translation services.
The Advisory Committee is of the view that the vacancy rate for international staff should be raised to at least 35 per cent and the number of mission appointees to at least 70 per cent (as in the case in the United Nations Mission in Bosnia and Herzegovina). Efforts should be redoubled to recruit more specialists from the area as mission appointees, and the number of generalists from Headquarters assigned to perform the functions described in the operational plan of the mission under governance and public administration should be decreased. While the Committee is aware of the serious shortage of qualified personnel owing to the fact that a large number of national professionals in the public and private sectors have left East Timor, it believes that the number of National Officers should be increased and assigned to the various components of the mission, in addition to those foreseen for the Office of the Special Representative of the Secretary-General and the Division of Governance and Public Administration. The Committee recommends efforts to increase the number of United Nations Volunteers and local staff, thus permitting an eventual decrease in the number of international General Service staff, in compliance with General Assembly resolution 53/233 of 8 June 1999 (para. 20).	As indicated in annex I C to the present report, three factors have been taken into account in the proposed staffing of UNTAET and the related civilian staff and related costs: (a) the phased deployment of election preparation staff in September 2000 and February 2001; (b) the phasing out of the Office of the Deputy Special Representative of the Secretary-General for Humanitarian Affairs and Emergency Rehabilitation by 31 December 2000; and (c) the application of a 20 per cent vacancy factor. Moreover, salaries and common staff costs for international staff have been adjusted downward to take into account that 70 per cent of the Professional and Field Service posts will be encumbered by mission appointees. With regard to National Officers, six additional posts are being proposed under the Office of the Special Representative of the Secretary-General. The recommendation of the Committee that efforts be made to increase the number of United Nations Volunteers and local staff has been taken into account in the proposed staffing table. The proposed increase of 487 posts reflects the net increase of 13 international posts, 136 local posts, 6 National Officer posts and 332 United Nations Volunteers.

Request (A/54/804)	Response
From the information provided in the report of the Secretary-General on financing of UNTAET (A/54/769) and by the representatives of the Secretary-General during the hearings, the Advisory Committee believes that the proposed Assistant Secretary-General post for the Chief of Staff in the Office of the Special Representative of the Secretary-General is not justified (para. 22).	In addition to directing the activities of the UNTAET liaison offices and ensuring the effective coordination of the various components of the mission, the Chief of Staff plays the role of Special Envoy of the Special Representative of the Secretary-General in the region, particularly in Indonesia. The Chief of Staff is responsible for undertaking critical negotiations with senior representatives of the Indonesian Government, FALINTIL and militia leaders and handles a variety of other politically sensitive assignments relating to the process of reconciliation and the safe return of refugees from West Timor. It is believed, therefore, that the Assistant Secretary-General post for the Chief of Staff is appropriate and justified.
The Advisory Committee notes that the proposed posts for the senior and middle management staff of the mission include 12 D-2, 32 D-1 and 87 P-5 posts. The Committee is of the view that a large number of posts have been classified at an inflated level and that many may be unnecessary in relation to the functions described in the budget document (A/54/769). The Committee recommends that the number and level of international and local staff, including United Nations Volunteers, be reviewed and resubmitted to the General Assembly, in conjunction with the comprehensive review of the structure of the mission, after the reassessment of military and police strength requirements of the mission has been completed.	A comprehensive review of the mission's structure has been undertaken and adapted to more accurately reflect the realities of the mission's political and operational context. As a result, the number and level of international and local staff and United Nations Volunteers has been thoroughly reviewed and adjusted to meet the requirements and functions of the reorganization of UNTAET. Bearing in mind the recommendations of the Committee, the overall number of senior management staff has decreased from 12 to 9 D-2 posts and from 32 to 26 D-1 posts. The increase in P-5 posts, from 87 to 99, is largely the result of enhanced functions and responsibilities in certain areas of the newly established East Timor Transitional Administration, as described in section VIII of the present report.
The Advisory Committee recommends that urgent steps be taken to review the proposed structure and functions of governance and public administration, with a view to dispensing with some by combining functions. In the Committee's opinion, the number of proposed units and personnel must be thoroughly reviewed for a simplified but viable governance and public administration sector in an independent East Timor (para. 25).	An exhaustive review of the structure and functions of the former governance and public administration has been made, with the objective of developing the previously proposed "sector" into a functional transitional administration that is more in line with a viable future government for an independent East Timor. The modification of the organizational chart of UNTAET was expected, taking into account that it was originally designed at Headquarters along the lines of a peacekeeping mission rather than those of a transitional government, and without the benefit of experience on the ground.

Request (A/54/804)	*Response*
	At the initiative of the East Timorese leadership, in close consultation with all relevant parties and with the approval of the Department of Peacekeeping Operations, a cabinet system of government comprising eight departments and other autonomous bodies was established in July 2000. In line with the recommendations of the Committee, several functions have been shifted or combined, while new and essential offices that had not been previously envisaged have been added to the structure of the Transitional Administration. The detailed proposal on the staffing requirements of the East Timor Transitional Administration is set out in section VIII of the report. It should be noted, however, that severe limitations in East Timorese human resources in the country have necessitated the maintenance of current levels and in some cases a temporary increase in personnel. It is anticipated that many of these will be phased out in 2001, as suitably qualified Timorese are identified and recruited to take over their functions.
The Advisory Committee notes that a large number of personnel will provide legal services in the Office of the Special Representative of the Secretary-General and in governance and public administration. The Committee requests that efforts be made to ensure that there will be no duplication in the various legal activities of the mission. Similarly, with the incorporation of the mission's humanitarian and emergency rehabilitation function into the governance and public administration component, the Committee recommends that efforts be made to avoid potential duplication in the humanitarian activities to be carried out by UNTAET, UNHCR and other funds and programmes of the United Nations. Further, the Committee recommends that the necessity and functions of the various liaison activities and their staffing levels be reviewed (para. 27).	**On efforts to avoid duplication of various legal activities of the mission** The Office of the Principal Adviser serves as the legal adviser to both the Special Representative and to the mission, and serves as legal counsel to the Transitional Administrator and to the Cabinet of the newly formed East Timor Transitional Administration. Within these functions, the Office (in consultation with the Office of Legal Affairs at Headquarters) is singularly responsible for advising the various components of UNTAET, including the Office of the Special Representative of the Secretary-General, departments and agencies of the Transitional Administration, and their respective officials and staff, regarding legal competencies, procedures and interpretation with respect to the mission's mandated executive, legislative and administrative capacities.

Request (A/54/804)	*Response*
	The Office's role as legal counsel to the Transitional Administration includes the legal scrutiny of all legislative and executive actions of the Cabinet and its members as well as the training of local counterparts to assume similar functions upon the termination of the UNTAET mandate. The role of the Office also includes the preparation and interpretation of all UNTAET regulations, directives and other legislative instruments, based on policy guidance from the relevant components of the Transitional Administration, whether through its actual drafting or through the active oversight of drafting undertaken by others. In executing this exclusive function, the Office is guided, as part of the Organization, by certain conventions applied in other missions or required by Headquarters, as well as by proven processes established within UNTAET. Furthermore, its functions include the coordinated interpretation of applicable Indonesian laws (under UNTAET regulation 1999/1). The departments of the Transitional Administration require a wide range of legal services in areas ranging from immigration matters to land and property issues. This is especially relevant for the Transitional Administration given its early stage of development, where it is necessary that departments receive substantial legal advice and guidance on such matters as the establishment of appropriate legislation and regulatory frameworks, development of legal training and education and the conduct of mediation. Therefore, provision has been included for legal officer posts in units such as the Land and Property Commission, the Department of Political, Constitutional and Electoral Affairs and the Environmental Protection Unit. Within the Transitional Administration, the role of the Department of Justice is very distinct from that of the Office of the Principal Adviser, as it is responsible for the establishment of a functioning East Timorese judiciary, a prosecutor service, a prison service

Request (A/54/804) | Response

and a legal reform commission. The appointment of international judges, prosecutors and lawyers for the prosecution of serious crimes is the exclusive responsibility of the Justice Department within the Transitional Administration. Departmental personnel will not be advising UNTAET staff on legislative instruments but will be recruiting and training East Timorese to assume the responsibilities of the judiciary themselves and will be supporting the functions inherent in what will ultimately become the future Ministry of Justice for East Timor.

On avoiding duplication in humanitarian activities

The Office of the Deputy Special Representative of the Secretary-General for Humanitarian Assistance and Emergency Rehabilitation, which was established to coordinate emergency assistance in the 13 districts of East Timor, will be abolished by 31 December 2000.

During the remaining months of 2000, the Office will continue to monitor and assess the humanitarian situation throughout East Timor, introduce East Timorese civil servants to the management of systems for planning, monitoring and evaluating humanitarian needs, and train them both on the job and through formal training sessions. A small humanitarian liaison, disaster preparedness and emergency relief unit, in which the activities of the Office will be amalgamated, will be established in the Transitional Administration's Department of Police and Emergency Services on 1 January 2001. The mandate of this Office is to act as a focal point within government for all humanitarian issues and to coordinate relief operations as required.

The Office of the United Nations High Commissioner for Refugees (UNHCR) has a very specific mandate in the area of refugee protection and care. In addition, in East Timor, UNHCR has been running a large operation for the distribution of shelter materials with the assistance of eight non-governmental organizations (NGOs). The mandate and

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	activities of UNHCR in the East Timor context are therefore quite different from those of the Office. To ensure coordination of humanitarian activities, the Office chairs a weekly humanitarian coordinating meeting involving United Nations agencies and international and local NGOs.
	On liaison activities
	The Office of the Special Representative of the Secretary-General has reviewed the necessity and functions of the various liaison offices and their staffing levels. The needs and circumstances of the mission have changed considerably since the initial budget exercise, and the Office is now proposing a reduction in the number of staff at the liaison offices. In the Jakarta office, which is mainly responsible for liaison with the Indonesian Government, two Professional posts will be eliminated. In the Kupang office, which focuses on issues related to refugee return, facilitation of reconciliation-related issues and enhancement of close links between East and West Timor, two humanitarian affairs officer posts will be eliminated, since their functions are covered by Office for the Coordination of Humanitarian Affairs/UNHCR staff in Kupang. In addition, one local post will be eliminated.
	The political affairs officer post (P-4) that was initially envisioned to be co-located in the United Nations Information Centre in Lisbon to meet the liaison needs of the Special Representative of the Secretary-General with Portuguese authorities will be eliminated, since the Portuguese mission in East Timor and the information centre in Lisbon will be able to meet these liaison needs. The administrative/logistics rear base in Darwin (formerly the Darwin Liaison Office) will no longer be part of the Office of the Special Representative of the Secretary-General, but will be under the Division of Administration, since the Office will mostly deal with administrative and logistical matters and will not perform liaison functions with the Australian authorities. Liaison with the Australian authorities will be conducted mainly through the Australian mission in East Timor.

Request (A 54 804)	*Response*
The Advisory Committee requests that information on all accommodation facilities and how they would be used be provided to the Committee in the next budget. The Committee also recommends that the Secretariat review the proposal for the construction of 10 customs and immigration offices, with a view to reducing their cost (para. 30).	A number of options have been pursued by the mission with regard to accommodation facilities: (a) the rehabilitation of existing buildings; (b) the erection of temporary buildings (Kobe houses); and (c) contractual arrangements with the vessel Olympia Hotel, which will be terminated by the end of September 2000. The estimate under rental of premises provides for the Jakarta and Kupang liaison offices, an administrative/logistics rear base with warehouse facilities in Darwin, a Civilian Police Training Centre at the Northern Territory University in Darwin, mission premises in the enclave of Oekussi and other regional offices and warehouses. As regards the 720 Kobe units purchased in the 1999/00 period, a total of 630 units have been allocated as at 15 August 2000. The distribution of these units is as follows: (a) in Dili, 135 units as living quarters for military personnel at headquarters, 15 units as office space for the headquarters of military observers, 129 units for various UNTAET departments, 30 units for the Civil Service Academy and 9 units for the Police Academy; (b) in Baucau, 78 units for the transit camp for troops and 18 for the mission's regional offices; (c) in Manatuto, 18 units for the mission's regional offices; (d) in Suai, 60 units for Sector West military headquarters, 24 units for the military hospital , 21 units for the mission's regional offices and 3 units for the civilian police station; (e) in Los Palos, 18 units for the mission's regional offices; (f) in Aileu, 3 units for the civilian police station; and (g) in Oekussi, 24 units for the mission's regional offices. Allocation of additional Kobe units is under way and is of critical importance to support the presence of civilian police in 65 subdistricts. With regard to the Advisory Committee's recommendation to review the proposal for the construction of 10 customs and immigration offices with a view to reducing their cost, the construction has been limited to two offices (Batugade and Salele) and the total cost is currently estimated at $150,000.

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The Advisory Committee recommends that, in view of the evolving political and security situation in the territory and developments in commercial air operations, a review of the number of aircraft be included in the reassessment of needs of the mission (para. 33).	A review of the number of aircraft required to meet the needs of the mission is currently being conducted. In the interim, the proposed 2000/01 budget has been prepared on the basis of current operational requirements and in accordance with current commercial contracts and letter-of-assist arrangements.
The Advisory Committee notes that the Language and Training Unit would be responsible for assessing training needs and developing and implementing strategies and programmes to build organization and individual capacities. In view of the issue of quality of interpretation (See A/54/804, para. 16), the Committee recommends that the matter receive priority attention, otherwise it will be difficult for the mission to discharge a number of its mandates, such as those entrusted to civilian police personnel (para. 35).	Given the importance of training for upgrading the skills of UNTAET East Timorese staff, the Language and Training Unit has initiated a number of courses designed to address needs identified in the mission. To date, 800 East Timorese staff have completed or are participating in English language training in 12 of the 13 districts (with the exception of Ainaro, until such time as a suitable training facility is prepared). The Unit has developed a course on clerical and office skills to be conducted mission-wide in October and November 2000. For language assistants, a "quick impact" translator/interpreter course (also involving international staff using interpretation services) will be conducted in October and November 2000, with the aim of rapidly improving the quality and effectiveness of field communications. Several first-aid training sessions were conducted for East Timorese staff (with the assistance of UNTAET hospital personnel) in July and August 2000. Moreover, a local staff induction course, aimed at contextualizing the United Nations in general and peacekeeping and UNTAET in particular, is being systematically facilitated throughout the mission. In developing the skills of East Timorese staff, the Unit sees all international staff as partners in a broader incentive to enhance skills and knowledge transfer. To this end, the staff of the Unit have developed a cultural sensitivity and capacity-building workshop aimed at assisting international staff to be more culturally attuned to working with their East Timorese colleagues and to raise awareness of the most effective mechanisms for enhancing capacity. All newly arrived international staff have access to this course as part of a broader three-day orientation programme, as do current UNTAET personnel. It is projected that the workshop will have been

Request (A/54/804)	Response
	conducted in all districts and undertaken by relevant personnel in Dili by December 2000. The Unit is also offering after-hours language courses in Portuguese and Tetun to assist in improving communication among all personnel.
It is not clear to the Advisory Committee how responsibility is shared among the members of the United Nations system. The Committee stresses the need for the Secretariat to take urgent action aimed at encouraging and promoting the effective participation of relevant specialized organizations of the United Nations system in the UNTAET operation, making full use of their expertise and comparative advantages. The Committee requests that adequate information be provided indicating the mechanisms for coordination and the various roles and functions of the partners. This would enable the Committee to ascertain the extent to which duplication is being avoided and whether resources provided by the General Assembly are being applied effectively and efficiently (paras. 37 and 39).	UNTAET has ensured that the mission draws upon the expertise and comparative advantages of the relevant specialized organizations of the United Nations system. UNTAET, as the Transitional Administration for East Timor, has been working closely with agencies to develop policies and short-, medium- and long-term development assistance programmes, which will continue long after the UNTAET mandate in East Timor expires. The establishment of ongoing working relationships within the United Nations system is a critical link that will be inherited by an independent East Timorese government once the transition period has ended. Consequently, efforts are already under way to ensure that these relationships are established early with the East Timorese, who are increasingly assuming senior positions within the East Timor Transitional Administration. In view of the limited capacity of UNTAET in certain areas to directly implement projects, specialized agencies of the United Nations have, on occasion and at the request of the Transitional Administration, made their management and technical services available to help implement project activities. The specialized agencies have also worked with the Transitional Administration to help mobilize resources for the development of East Timor, using their strong global networks and significant international resources. In some instances a United Nations organization has been designated as the lead agency in a development sector, as in the case of the United Nations Development Programme (UNDP) which is the lead agency for governance and capacity-building. In other sectors, where they have a clear comparative advantage, specialized agencies deliver critical "government" services to the population and fill in gaps where UNTAET lacks the financial

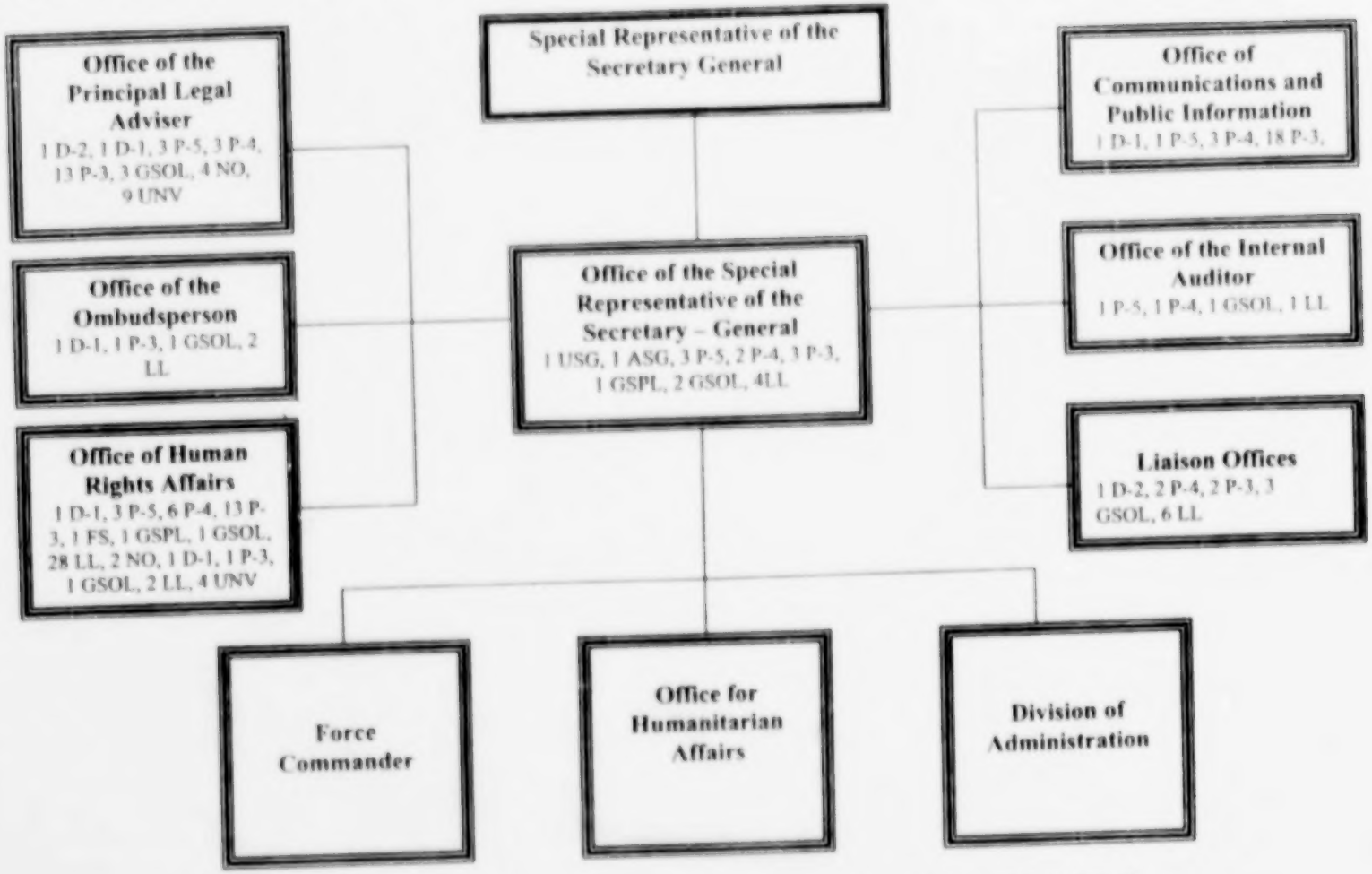
Request (A/54/804)	Response
	and programme implementation resources. Some examples of this include primary education assistance by the United Nations Children's Fund, immunization programmes by the World Health Organization, infrastructure projects and training programmes by UNDP, and a major shelter programme by UNHCR. For specialized agencies and organizations that are not represented in East Timor, expertise is often provided by visiting specialists who conduct technical assessment missions and work alongside UNTAET staff to enhance the mission's capacity to provide services and to design and implement policies and programmes. Critical to the efficient use of United Nations resources in East Timor is the central coordinating role played by UNTAET and the United Nations Development Coordinator. UNTAET has the primary responsibility for aid coordination in East Timor, and this is undertaken through a series of high-level and operational coordination meetings at the broad policy level and also within sectors. On a biweekly basis, the Special Representative of the Secretary-General chairs a coordination meeting with the heads of the United Nations specialized agencies and representatives of NGOs operating in East Timor. Furthermore, UNTAET and the World Bank jointly host monthly meetings among bilateral donors, international financial institutions and the United Nations Development Coordinator. Within their relevant sectors, United Nations specialized agencies are invited to participate in sectoral coordination meetings which are convened regularly by the responsible departments.

Request (A/54/804)	*Response*
	These meetings are supported by the East Timor Transitional Administration's Donor Coordination Unit, which has the line responsibility to coordinate development assistance provided by bilateral and multilateral donors, including the International Monetary Fund and the World Bank, and to minimize any duplication of activity. The newly established National Planning and Development Agency, of which the Unit is a component, will play a crucial role in the oversight and coordination of development policies and activities. It will also work closely with the Office of the United Nations Development Coordinator to effectively coordinate among the specialized organizations of the United Nations system.

Annex IV

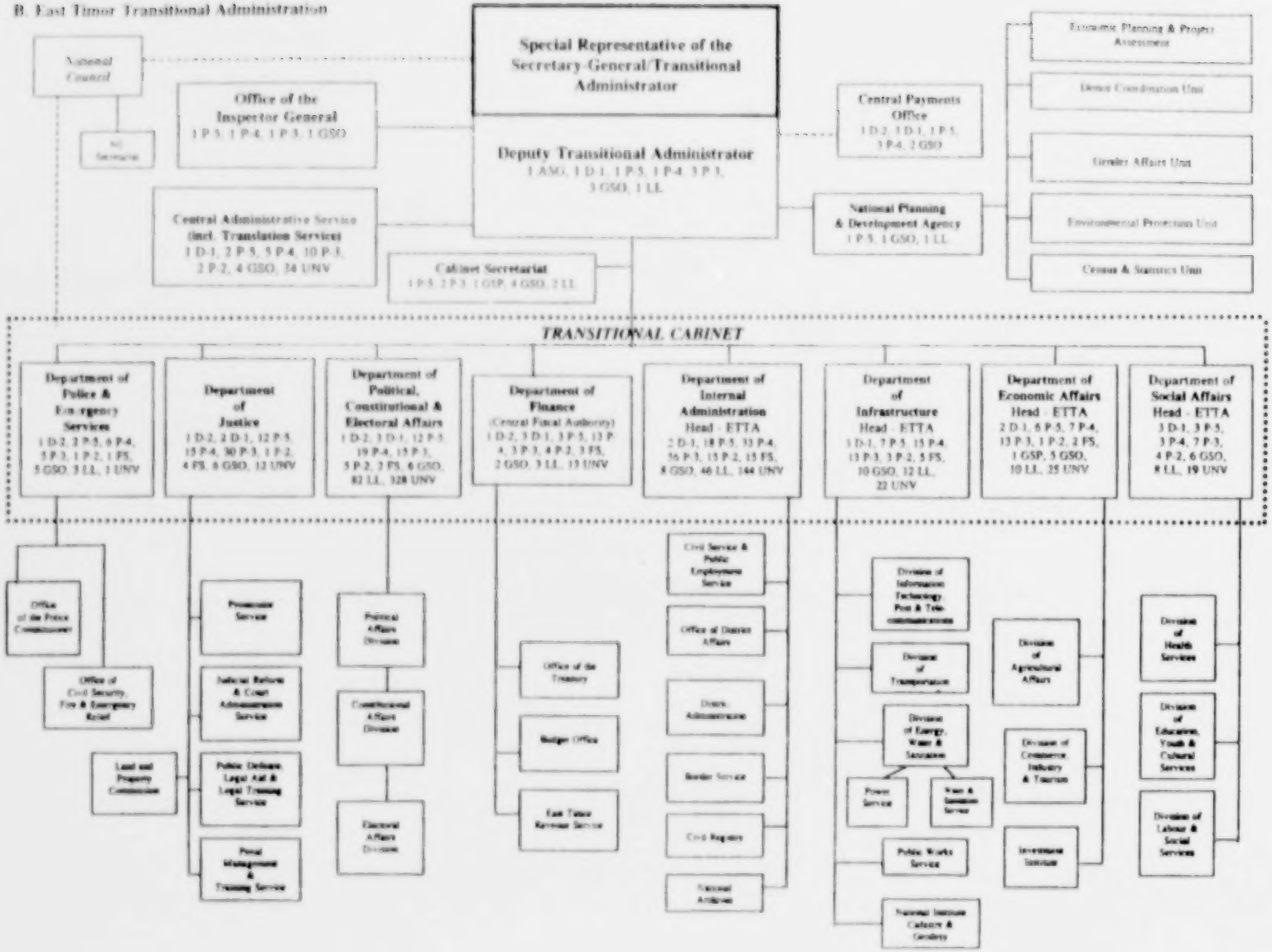
Organization charts[a]

A. Office of the Special Representative of the Secretary-General and Transitional Administrator

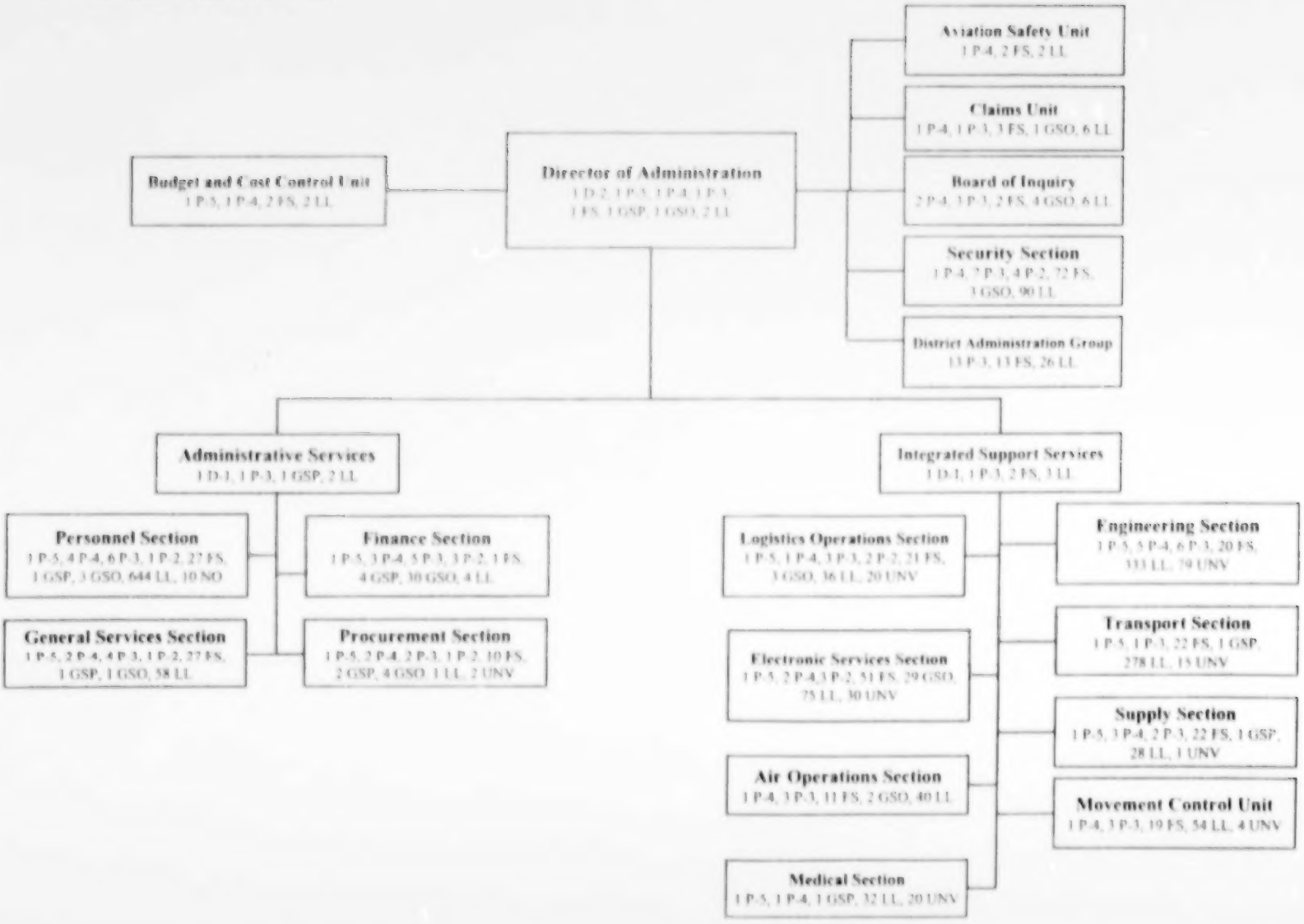

Special Representative of the Secretary General
Office of the Principal Legal Adviser
1 D-2, 1 D-1, 3 P-5, 3 P-4, 13 P-3, 3 GSOL, 4 NO, 9 UNV
Office of the Ombudsperson
1 D-1, 1 P-3, 1 GSOL, 2 LL
Office of Human Rights Affairs
1 D-1, 3 P-5, 6 P-4, 13 P-3, 1 FS, 1 GSPL, 1 GSOL, 28 LL, 2 NO, 1 D-1, 1 P-3, 1 GSOL, 2 LL, 4 UNV
Office of the Special Representative of the Secretary – General
1 USG, 1 ASG, 3 P-5, 2 P-4, 3 P-3, 1 GSPL, 2 GSOL, 4LL
Office of Communications and Public Information
1 D-1, 1 P-5, 3 P-4, 18 P-3,
Office of the Internal Auditor
1 P-5, 1 P-4, 1 GSOL, 1 LL
Liaison Offices
1 D-2, 2 P-4, 2 P-3, 3 GSOL, 6 LL
Force Commander
Office for Humanitarian Affairs
Division of Administration

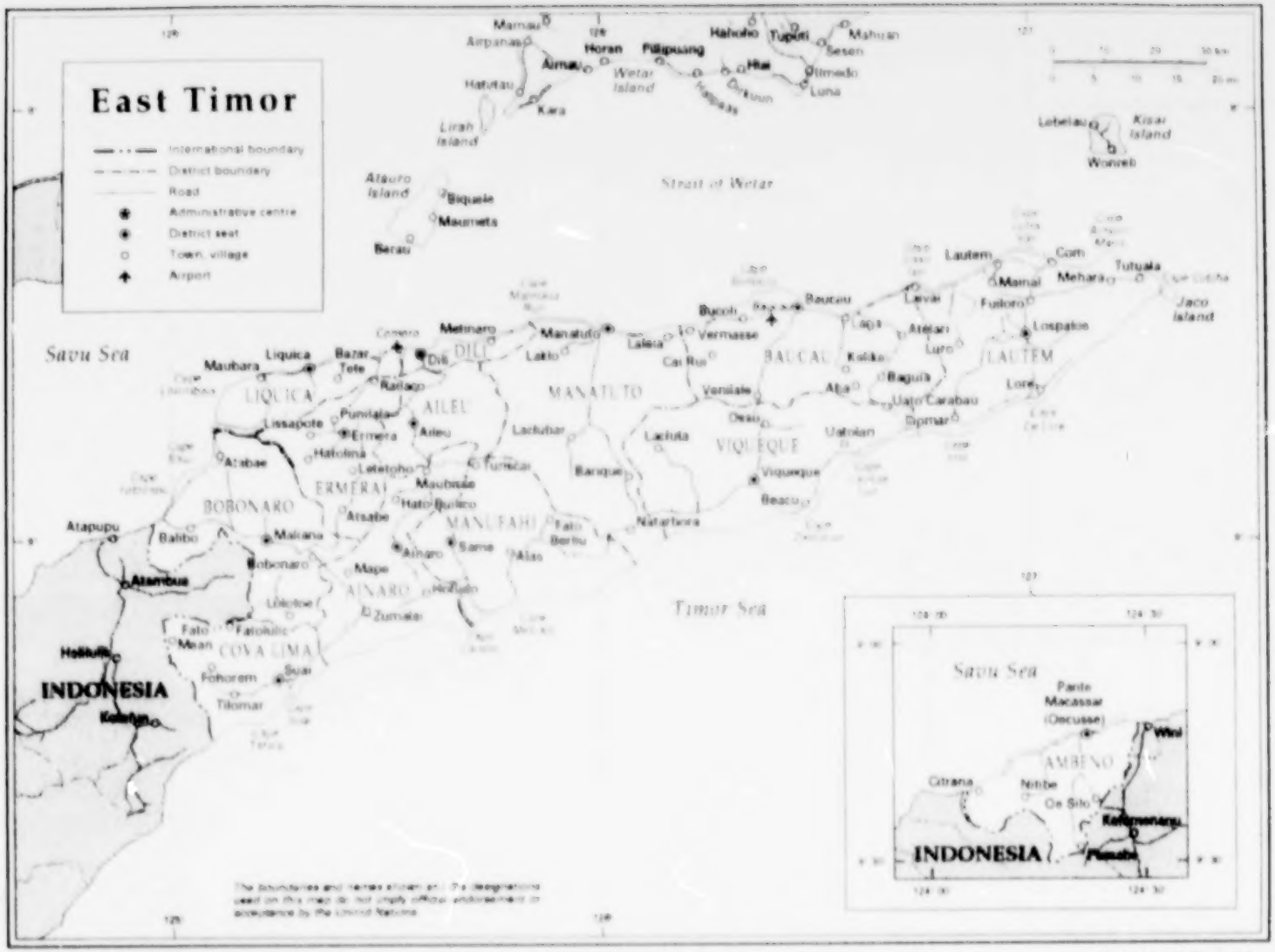
[a] *Abbreviations*: ASG: Assistant Secretary-General; ETTA: East Timor Transitional Administration; FS: Field Service; GSOL, GSO: General Service, Other level; GSPL, GSP: General Service, Principal level; LL: Local level; NO: National Officer; UNV: United Nations Volunteer; USG: Under-Secretary-General.

B. East Timor Transitional Administration


National Council
Secretariat
Office of the Inspector General
1 P-5, 1 P-4, 1 P-3, 1 GSO
Special Representative of the Secretary-General/Transitional Administrator
Deputy Transitional Administrator
1 ASG, 1 D-1, 1 P-5, 1 P-4, 3 P-3, 3 GSO, 1 LL
Central Administrative Service (incl. Translation Service)
1 D-1, 2 P-5, 5 P-4, 10 P-3, 2 P-2, 4 GSO, 34 UNV
Cabinet Secretariat
1 P-5, 2 P-3, 1 GSP, 4 GSO, 2 LL
Central Payments Office
1 D-2, 1 D-1, 1 P-5, 3 P-4, 2 GSO
National Planning & Development Agency
1 P-5, 1 GSO, 1 LL
Economic Planning & Project Assessment
Donor Coordination Unit
Gender Affairs Unit
Environmental Protection Unit
Census & Statistics Unit
TRANSITIONAL CABINET
Department of Police & Emergency Services
1 D-2, 2 P-5, 6 P-4, 5 P-3, 1 P-2, 1 FS, 5 GSO, 3 LL, 1 UNV
Department of Justice
1 D-2, 2 D-1, 12 P-5, 15 P-4, 30 P-3, 1 P-2, 4 FS, 6 GSO, 12 UNV
Department of Political, Constitutional & Electoral Affairs
1 D-2, 3 D-1, 12 P-5, 19 P-4, 15 P-3, 5 P-2, 2 FS, 6 GSO, 82 LL, 328 UNV
Department of Finance
(Central Fiscal Authority)
1 D-2, 3 D-1, 3 P-5, 13 P-4, 3 P-3, 4 P-2, 3 FS, 2 GSO, 3 LL, 13 UNV
Department of Internal Administration
Head - ETTA
2 D-1, 18 P-5, 33 P-4, 36 P-3, 15 P-2, 15 FS, 8 GSO, 46 LL, 144 UNV
Department of Infrastructure
Head - ETTA
3 D-1, 7 P-5, 15 P-4, 13 P-3, 3 P-2, 5 FS, 10 GSO, 12 LL, 22 UNV
Department of Economic Affairs
Head - ETTA
2 D-1, 6 P-5, 7 P-4, 13 P-3, 1 P-2, 2 FS, 1 GSP, 5 GSO, 10 LL, 25 UNV
Department of Social Affairs
Head - ETTA
3 D-1, 3 P-5, 3 P-4, 7 P-3, 4 P-2, 6 GSO, 8 LL, 19 UNV
Office of the Police Commissioner
Office of Civil Security, Fire & Emergency Relief
Land and Property Commission
Prosecution Service
Judicial Reform & Court Administration Service
Public Defender, Legal Aid & Legal Training Service
Penal Management & Training Service
Political Affairs Division
Constitutional Affairs Division
Electoral Affairs Division
Office of the Treasury
Budget Office
East Timor Revenue Service
Civil Service & Public Employment Service
Office of District Affairs
District Administration
Border Service
Civil Registry
National Archives
Division of Information Technology, Post & Telecommunications
Division of Transportation
Division of Energy, Water & Sanitation
Power Service
Water & Sanitation Service
Public Works Service
National Institute Culture & Geodesy
Division of Agricultural Affairs
Division of Commerce, Industry & Tourism
Investment Institute
Division of Health Services
Division of Education, Youth & Cultural Services
Division of Labour & Social Services

C. Division of Administration


Director of Administration
1 D-2, 1 P-5, 1 P-4, 1 P-3, 1 FS, 1 GSP, 1 GSO, 2 LL
Budget and Cost Control Unit
1 P-5, 1 P-4, 2 FS, 2 LL
Aviation Safety Unit
1 P-4, 2 FS, 2 LL
Claims Unit
1 P-4, 1 P-3, 3 FS, 1 GSO, 6 LL
Board of Inquiry
2 P-4, 3 P-3, 2 FS, 4 GSO, 6 LL
Security Section
1 P-4, 7 P-3, 4 P-2, 72 FS, 3 GSO, 90 LL
District Administration Group
13 P-3, 13 FS, 26 LL
Administrative Services
1 D-1, 1 P-3, 1 GSP, 2 LL
Integrated Support Services
1 D-1, 1 P-3, 2 FS, 3 LL
Personnel Section
1 P-5, 4 P-4, 6 P-3, 1 P-2, 27 FS, 1 GSP, 3 GSO, 644 LL, 10 NO
Finance Section
1 P-5, 3 P-4, 5 P-3, 3 P-2, 1 FS, 4 GSP, 30 GSO, 4 LL
General Services Section
1 P-5, 2 P-4, 4 P-3, 1 P-2, 27 FS, 1 GSP, 1 GSO, 58 LL
Procurement Section
1 P-5, 2 P-4, 2 P-3, 1 P-2, 10 FS, 2 GSP, 4 GSO, 1 LL, 2 UNV
Logistics Operations Section
1 P-5, 1 P-4, 3 P-3, 2 P-2, 21 FS, 3 GSO, 36 LL, 20 UNV
Electronic Services Section
1 P-5, 2 P-4, 3 P-2, 51 FS, 29 GSO, 75 LL, 30 UNV
Air Operations Section
1 P-4, 3 P-3, 11 FS, 2 GSO, 40 LL
Medical Section
1 P-5, 1 P-4, 1 GSP, 32 LL, 20 UNV
Engineering Section
1 P-5, 5 P-4, 6 P-3, 20 FS, 333 LL, 79 UNV
Transport Section
1 P-5, 1 P-3, 22 FS, 1 GSP, 278 LL, 15 UNV
Supply Section
1 P-5, 3 P-4, 2 P-3, 22 FS, 1 GSP, 28 LL, 1 UNV
Movement Control Unit
1 P-4, 3 P-3, 19 FS, 54 LL, 4 UNV


East Timor
international boundary
District boundary
Road
Administrative centre
District seat
Town, village
Airport
Savu Sea
Strait of Wetar
Timor Sea
Wetar Island
Atauro Island
Kisar Island
Jaco Island
Lirah Island
Roma Island
Leti Islands
Babar Islands
Tanimbar Islands
Aru Islands
Kai Islands
Maumere
Larantuka
Waingapu
Ende
Kupang
Rote
Sumba
Sawu Sea
Timor Sea
Pante Macassar (Oecusse)
Wini
Citrana
Nitibe
Oe Silo
Kefamenanu
Pualaca
INDONESIA
DILI
LIQUICA
AILEU
MANATUTO
BAUCAU
LAUTEM
VIQUEQUE
ERMERA
BOBONARO
MANUFAHI
AINARO
COVA LIMA
AMBENO
Dili
Liquica
Maubara
Bazar Tete
Aileu
Ermera
Atabae
Letefoho
Maubisse
Hatolia
Atsabe
Maliana
Bobonaro
Balibo
Atapupu
Atambua
Lolotoe
Zumalai
Fatolulic
Suai
Fohorem
Tilomar
Kefamenanu
Manatuto
Laclubar
Laclubar
Baucau
Vemasse
Venilale
Lospalos
Viqueque
Beaco
Natarbora
Uatolari
Ossu
Uatolari
Carabau
Baguia
Lore
Tutuala
Com
Lautem
Mehara
Fuiloro
Laivai
Ataleri
Luro
Iliomar
Lacluta
Baricue
Alas
Fatu Berlu
Hatu Builico
Same
Ainaro
Mape
Hatolia
Letefoho
Punilaka
Lissapoto
Hatolina
Atabae
Balibo
Atapupu
Maliana
Bobonaro
Atambua
Lolotoe
Zumalai
Fatolulic
Fato Mean